From:	GOLDSTEIN Meyer
To:	WILLIAMS Karen; Infrastructure2018
Subject:	RE: Format for draft advisory committee
Date:	Thursday, August 09, 2018 08:48:37

Is this for the infrastructure rulemaking?

Please cc the mailbox for the rulemaking when you email.

My mistake, I should have previously, but just did, put a template for this on the infrastructure SharePoint page. Its in the stakeholder involvement section, titled "ac member director memo."

Let me know if you have more questions.

From: WILLIAMS Karen
Sent: Wednesday, August 08, 2018 17:14
To: GOLDSTEIN Meyer <Goldstein.Meyer@deq.state.or.us>
Subject: Format for draft advisory committee

Meyer,

I am working on assembling a draft advisory committee list to submit to the Director (via you, I presume) for approval. I've reviewed the advisory committee resources on the rulemaking Sharepoint site and planned to write up a memo explaining the purpose of the AC, when/where meetings would be held, how they'll be consulted, how I'll use input. Will this memo and a table with proposed AC members be adequate? Do you have another template you'd prefer I use? Am I correct that I submit this to you and you present it to the Director? What, roughly, is the schedule for that review? Thank you.

Karen Font Williams | Air Quality Planner
DEQ Air Quality Division
700 NE Multnomah St., Ste. 600 | Portland, OR 97232
(503) 229 - 5519