

# Public Participation in the Georgia-Pacific Mill Site Clean Up Project

## Community Advisory Group



### Meeting #1 agenda

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Thursday, Jan. 13, 4 – 5:30 p.m.

#### **Online meeting:**

<https://us02web.zoom.us/j/89135285994?pwd=ZVorQUFFdmlDanNNeXcyNWWh1ZVkvZz09>

Meeting ID: 891 3528 5994

Call-in: +1 253 215 8782

#### **Meeting objectives**

- Orient the CAG to the Georgia-Pacific Mill Site Clean Up Project
- Review and approve CAG charter
- Review and discuss Public Involvement Plan
- Discuss next steps

Time	Agenda item	Presenter
4 p.m.	<b>Opening</b> <ul style="list-style-type: none"><li>• Welcome and introductions</li><li>• Agenda review</li></ul>	<b>Will Henderson</b> , Facilitator, MFA <b>CAG members</b>
4:15 p.m.	<b>Georgia-Pacific Mill Site Clean Up Project</b> <ul style="list-style-type: none"><li>• Project overview</li><li>• Timeline</li></ul>	<b>Alan Hughes</b> , Principal Geologist, MFA
4:25 p.m.	<b>CAG Charter</b> Discuss the following as a group: <ul style="list-style-type: none"><li>• Vision</li><li>• Goals</li><li>• Outcomes</li></ul>	<b>Abbi Russell</b> , Facilitator, MFA <b>CAG members</b>
4:55 p.m.	<b>5-minute break</b>	<b>All</b>
5:00 p.m.	<b>Public Involvement Plan</b> Discuss the following as a group: <ul style="list-style-type: none"><li>• Goals</li><li>• Audiences</li><li>• Key messages</li><li>• Timeline</li></ul>	<b>Abbi Russell</b> , Facilitator, MFA <b>CAG members</b>
5:25 p.m.	<b>Next steps</b>	<b>Will Henderson</b> , Facilitator, MFA
5:30 p.m.	<b>Adjourn</b>	

**Public Participation in the Georgia-Pacific Mill Site  
Clean Up Project**

**Community Advisory Group**



<b>Community Advisory Group Members</b>	<b>Technical Team</b>
Caroline Mercury, Chair and Downtown Camas Association Past President	Carrie Schulstad, Executive Director, Downtown Camas Association
April Berlin, Community Member	Will Henderson, Maul Foster & Alongi
Marquita Call, Community Member	Emily Hess, Maul Foster & Alongi
Kalani Cox, Community Member	Alan Hughes, Maul Foster & Alongi
Isaac Dizon, Community Member	Makenzie "ZZ" Lundburg, Maul Foster & Alongi
Randal Friedman, Community Member	Abbi Russell, Maul Foster & Alongi
Tim Hein, City of Camas	
Leslie Lewallen, City of Camas	
Mark Nickerson, Community Member	
David Ripp, Port of Camas-Washougal	
Marty Snell, Community Member	
Steve Young, Community Member	

## Community Advisory Group Charter

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**DRAFT – January 11, 2022**

### Purpose and Responsibilities

The purpose of the Downtown Camas Association Community Advisory Group (CAG) is to facilitate community involvement in the Georgia-Pacific (GP) Mill Site Cleanup. Between January 1, 2022, and June 30, 2023, the CAG will:

1. Supervise the work of the DCA's public involvement and technical consultant, Maul Foster & Alongi (MFA).
2. Provide broad community outreach and encourage opportunities for public involvement in the cleanup process.
3. With the consultant's assistance, review technical materials and respond to Ecology and GP regarding the cleanup process, findings, and plans.

MFA will support the DCA and the CAG with:

1. CAG meeting operations and facilitation.
2. CAG meeting agendas and minutes.
3. Follow up with CAG members as needed, based on questions and/or decisions made in CAG meetings.
4. Public engagement related to Washington State Department of Ecology (Ecology) clean-up process milestones and other relevant community events.
5. Review and recommendations for technical documents associated with this process.

### Vision

*The vision should outline what the Camas community will be/look like because of this group's work.*

### Goals

1. *Public information and involvement*
2. *Inform Ecology and Georgia-Pacific*
3. *Inform future discussions/processes*

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### Outcomes

The process will be considered a success if:

1. *Outcome 1*
2. *Outcome 2*
3. *Outcome 3*

### Structure and Operating Procedures

#### Members

The following members, except for the chair, were selected through a competitive process and at the discretion of the DCA. The DCA has the sole power to appoint or remove CAG members. Members shall serve during the Ecology Public Participation Grant period, which ends June 30, 2023.

- **Chair:** Caroline Mercury, DCA Past President
- April Berlin, Community Member
- Marquita Call, Community Member
- Kalani Cox, Community Member
- Isaac Dizon, Community Member
- Randal Friedman, Community Member
- Tim Hein, City of Camas
- Leslie Lewallen, City of Camas
- Mark Nickerson, Community Member
- David Ripp, Port of Camas-Washougal
- Marty Snell, Community Member
- Steve Young, Community Member

#### Meetings

The CAG is expected to meet every other month between January 1, 2022, through June 30, 2023. Meetings will be 90 minutes in duration and held virtually via an open-access platform such as Zoom or Microsoft® Teams. The CAG must have a quorum to conduct the business of the group. A quorum is defined in this charter as greater than 50% of the members in attendance in a meeting. For this 12-member group, seven or more members must be present.

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All committee meetings will be open to the public. Meetings will be announced and agendas provided via the DCA's project website, [www.downtowncamas.com/CamasWaMillInfo](http://www.downtowncamas.com/CamasWaMillInfo), two working days in advance of each meeting. Meeting minutes and related documents will also be provided on this website for public access and transparency.

Decision-making will be based on a consensus model that promotes collaboration, cooperation, equality of input, inclusion, and participation. CAG members should:

- Contribute to shared ideas and shape them into decisions that, to the extent possible, reflect the concerns of all members.
- Strive to reach the best possible decision for the entire group rather than competing for personal preferences.
- Afford equal opportunity to other members' ideas and input, and how they may shape a decision.
- Include as much stakeholder input into the decision-making process as possible within the process and CAG scope and timeframe.
- Actively participate and solicit the input and participation of other members, stakeholders, and the community.

## Authority and Limitations

The CAG has the following authority under this charter:

1. Oversee the work of MFA within the approved scope of work and Ecology grant agreement with the DCA.
2. Represent the CAG and its work in the community and in public engagement events.
3. As a quorum, provide the CAG's approved comments on technical aspects of the project to Ecology.

The CAG does not have the authority to:

1. Individually direct the DCA or MFA; oversight and direction must be provided by a quorum of committee members.
2. Individually speak to the news media on behalf of the project or the DCA.
3. Sign documents on behalf of this project or on behalf of the DCA.
4. Incur fees or spend funds as part of this project or on behalf of the DCA.

## Community Advisory Group Charter

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### Communications Protocol

Each CAG member agrees to follow this communications protocol:

- Each member will copy Chair Caroline Mercury and DCA Executive Director Carrie Schulstad on any communication with MFA staff.
- Each member is responsible for contacting Chair Mercury, Director Schulstad, and MFA on any issues that arise. If time does not allow that, members may ask MFA to do so.
- Each member is responsible for using agreed-upon, pre-approved key messages when discussing the project in public discussions, such as during community conversations and outreach events.
- News media requests for information will be referred to Chair Mercury as the CAG spokesperson. Chair Mercury will coordinate with DCA Director Schulstad as necessary, depending on the content of the request.
- Abbi Russell or Alan Hughes will serve as the primary MFA points of contact for all project communication.
- Some decisions will require immediate action. MFA staff will do their best to contact each member prior to acting upon a request. However, in the rare instance a deadline does not allow for immediate contact with all members, MFA will proceed, ensuring that Chair Mercury and/or DCA Director Schulstad have been notified.

Other documents that will support this Communications Protocol include:

- MFA scope of work
- Communications and public involvement plan

**In signing this Charter, we commit to following these guidelines and supporting this effort with participation and leadership.**

**Signatures:**