

# Saltzman Road Project

Project Advisory Committee  
Meeting #1 – August 26, 2020

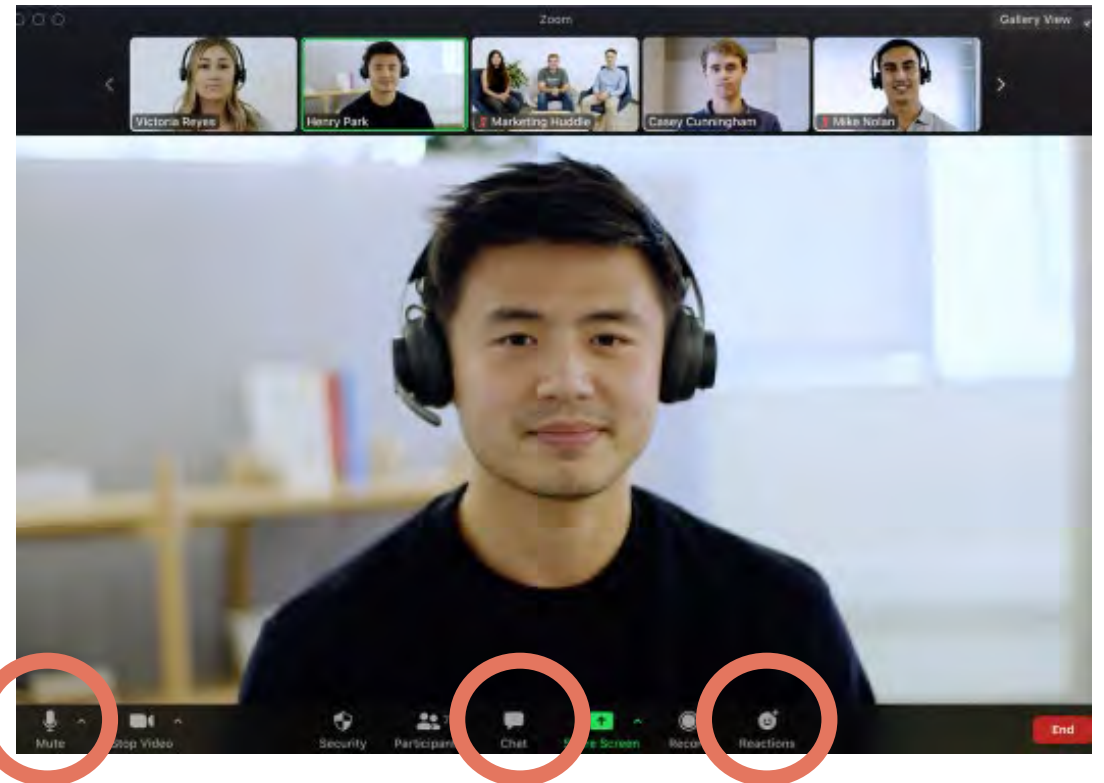


# Agenda

Time	Topic
<b>5:30-5:45 pm</b>	Introductions
<b>5:45-6:00 pm</b>	Public comments
<b>6:00-6:30 pm</b>	Protocols and Ground Rules
<b>6:30-7:10 pm</b>	Existing Conditions Review
<b>7:10-7:15 pm</b>	Next steps
<b>7:15-7:30 pm</b>	Public Comments

# Virtual Meeting Tips + Tricks

- You can enter the meeting 10 minutes before start time
- Mute microphone when not speaking
- Raise your hand virtually (reaction button) or physically
  - Press \*9 to raise your hand over the phone
- Keep your video on, if possible
- You can chat with:
  - “panelists” for all PAC members
  - “panelists and attendees “ for everyone attending



**Questions?**

# Introductions

# Welcome

- Please tell us
  - Your name
  - Affiliation (if it applies)
  - History with the project

# Public Comments

# Public comments

- If you would like to speak:
  - Please “raise your hand”
  - Press \*9 for callers
- Type your comment in the Q&A area and we’ll include in our notes
- Submit an email before or after the meeting to [ben\\_lively@co.washington.or.us](mailto:ben_lively@co.washington.or.us)





# Protocols and Ground Rules

# Members of the Committee will:

- **Attend four meetings.**
  - no alternates or proxies; comments/questions can be sent ahead of the meeting
- Actively **participate**.
- Abide by the meeting **ground rules**.
- **Represent** the interests and perspectives of their constituencies (if applicable).
- **Talk to others** in the community to give and receive information about the project.
- **Ask questions** and seek information.
- **Share differences of opinion** on ideas - silence is considered consent.
- Create an atmosphere in which **divergent views and opinions are respected**.

# Facilitator will:

- Ensure that everyone has an **opportunity** to participate.
- Keep meetings moving and focused on the **agenda**.
- Start and end meetings **on time** unless the group agrees to extend the meeting time.
- Provide time for **public comment** at the beginning of the meeting.
- **Enforce** protocols and ground rules.

# Meeting Guidelines and Ground Rules

- At the meetings, members will:
  - Share speaking time
  - Be respectful
  - Focus on the agenda
  - Clear the air at the meeting, not outside. Connect with the facilitator before or after
  - Strive for consensus, but consensus isn't needed to move forward
  - Avoid side discussions/mute yourself
  - Avoid distractions – silent cell phones/no multi-tasking
  - Responding to comments is optional for PAC members and staff

# Decision-making

- This PAC will provide **advice** to the Washington County Board of Commissioners.
- The committee will provide advice by **consensus**.
  - Consensus is defined as the point where committee members agree on the best option for the group even if it is not each committee member's personal favorite.
- If consensus cannot be reached, **2/3 of members** must reach consensus for a recommendation to be considered a recommendation.
  - If that threshold cannot be reached, the Project Management Team will consider all comments and make an informed decision in order to keep the project moving forward. The group does not require a quorum to develop a group recommendation.
- **All opinions** will be part of the meeting record.
- All **decisions will be “frozen”** unless the committee reaches consensus that a decision needs to be revisited.

# Communications Outside Meetings

- Members are encouraged to **share with their respective constituencies** at meetings, by e-mail or through newsletters.
- Members are responsible for **providing the facilitator with information** that other committee members need to hear.
- Members will **not undermine the work of the group** by initiating contact with the media or officials to advance our opinions or to counter our fellow members' opinions.
- Staff will be responsible for distributing information to members, so **everyone has the same information.**
- Members will notify Ben Lively about any **news media inquiries** and refer requests for official statements or viewpoints to Ben Lively.

**Questions?**

**Next Steps**



# Next Meetings and Topics

**Wednesday, September 23 from 5:30-7:30 pm**

- Review the draft analysis (stormwater, hydraulics, traffic)

**Wednesday, October 14 from 5:30-7:30 pm**

- Review the draft Alternative Evaluation Memo

**Wednesday, November 4 from 5:30-7:30 pm**

- Make a recommendation for Alternative to forward

# Public Comments

# Public comments

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