

Hazardous Materials Commission Retreat

December 5, 2013
3:00 PM – 7:00 PM

IBEW Local 302 Meeting Hall
1875 Arnold Drive
Martinez, CA 94553

Retreat Objectives:

1. Debrief progress on activities from last 3 years
2. Determine priority issues for coming 3 years (both continuing and new)
3. Assign priorities to committees for action

AGENDA

Facilitator: Mary Anne Morgan

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| 1. Review of Agenda, Goals, and Role of Facilitator | 10 minutes 3:00 – 3:10 |
| 2. Public Comment - George Smith, Chairperson | 5 minutes 3:10 – 3:15 |
| 3. Reiterate Commission By-Laws and Mission (handout) | 5 minutes 3:15 – 3:20 |
| 4. Review of Issues Historically Addressed by Commission-
Leslie Stewart, Commissioner | 10 minutes 3:20 – 3:30 |
| 5. Review and Critique of Last Three Year Accomplishments-
George Smith | 30 minutes 3:30 – 4:00 |
| <ul style="list-style-type: none">• Describe accomplishments and ongoing priorities• Discuss what worked well and what could change• Staff and Commission roles | |
| BREAK | 10 minutes 4:00 - 4:10 |
| 6. Feedback from Board of Supervisors - Michael Kent, staff | 5 minutes 4:10 - 4:15 |
| 7. Brainstorm Potential Priorities for Coming 3 years | 30 minutes 4:15 - 4:45 |
| <ul style="list-style-type: none">• Reiterate ongoing priorities• Generate list of potential issues• Write potential issues on cards• Post them on the wall• Review, clarify, combine, discuss issues | |
| 8. Presentation by CEC, Q & A and Dinner | 55 minutes 4:45 – 5:40 |
| 9. Discussion of Dinner Topic as a Potential Priority | 10 minutes 5:40 - 5:50 |
| 12. Review Selection Criteria | 10 minutes 5:50 – 6:00 |
| 13. Dot Voting and Recap of Votes/Selection | 20 minutes 6:00 – 6:20 |
| 14. Assign Issues to Committees | 20 minutes 6:20 – 6:50 |
| 15. Evaluation and Closing | 10 minutes 6:50 – 7:00 |