

Omya Community Issue Team – May 2009 Meeting

May 14, 2009 6 – 8 PM

Location: Omya Verpol Plant

Meeting Desired Outcomes: to develop clear roles and responsibilities of members; to review and develop ideas to address the “lost trucks” issue; to communicate news and provide updates on issues of community interest.

AGENDA

1. **Welcome5 minutes**

2. **Topic 1: Issue Team Member Roles and Responsibilities35 minutes**
Goal: Agreement on roles and responsibilities of team members
 - a. Review purpose and goals of team
 - b. Discuss the role of team members
 - c. Reach initial group agreement on team member responsibilities

3. **Topic 2: Lost Trucks35 minutes**
Goal: Educate members on past action and current efforts; identify next steps
 - a. Recap Truck and Transportation Team discussions and Omya efforts to-date
 - b. Address questions / concerns, identify additional actions, discuss next steps
 - c. Develop and assign action items

4. **Topic 3: News and Updates25 minutes**
Goal: Provide status updates and news on items that affect or interest members

5. **Next Steps.....15 minutes**
Goal: Confirm understanding and build agreement around next steps
 - a. Review the discussion and identify key points
 - b. Clarify new issues / opportunities
 - c. Develop agenda items for next meeting
 - d. Confirm next steps and responsibilities for action items
 - e. Propose next meeting date

6. **Meeting Evaluation and Wrap up5 minutes**
Goal: Determine what did and did not work at this meeting