

SRRTTF TTWG
DRAFT MEETING NOTES 4/12/12

Attendees:

Adriane Borgias/Ecology
Sarah Hubbard Gray/SRSP
Mike Petersen/Lands Council
Bruce Rawls/Spokane County
Karen Gehrler/Spokane County
Arianne Fernandez/Ecology

Jon Welge/Tetra Tech
Bud Leber/Kaiser
Galen Buterbaugh/LSA
Bart Mihailovich/Riverkeeper
Doug Krapas/IEP
Tricia Poitevint/LLSWD

Agenda Item: Review of the workshop logistics

Action Items:

- 1) Adriane Borgias to follow up with Jim Bellatty regarding contact for the woman from Bellingham who is knowledgeable about Bellingham Bay PCB.
- 2) Adriane Borgias to contact other references on the Iowa State University publication regarding aerial deposition
- 3) Bart Mihailovich to look into the ability to arrange travel for speakers and reimburse/pay with the C for J account, with the assistance of a travel agent. Adriane Borgias and Arianne Fernandez to provide input.
- 4) Sarah Hubbard Gray to send to Rick Eichstaedt the list of sponsors with their addresses and contact information so that invoices can be sent by C for J.
- 5) Bart Mihailovich to work with Rick Eichstaedt to draft an understanding regarding the arrangement to use the Center for Justice to handle the funding, including what to do in the event there is an excess or insufficient amount of funds at the end of the project. The preference of the WG is to be able to have excess funds remain with the C for J for future use, either at a workshop or to transfer to the business entity.
- 6) Adriane Borgias to communicate to the speakers more detail about the sessions, who they are sharing the session with, the length of time for the presentations, where and when to send the PowerPoint presentations and also the travel arrangements.
- 7) Sarah Hubbard Gray agreed to assist with speaker transportation from the hotel to the venue and the networking dinner. Transportation to and from hotel/airport will be available by the hotel van.
- 8) Rick Eichstaedt to contact the GU and confirm the parking arrangements, that the parking lot is available at that time, and that there are no other known event conflicts.
- 9) Adriane Borgias to check on the website availability, posting information on the SRRTTF website, including the brown paper tickets link, pdf of the brochure, and registration

link. It is desired that the website contain a one page introduction to the SRRTTF with a link to the workshop.

- 10) Adriane Borgias to forward name corrections to Karen Gehrler for the brochure and to Bud Leber for the program.
- 11) The distribution for the brochure includes Bruce's list of consultants, the SINES list, and the SRRTTF general mailing list. Members can also forward to their list of interested contacts. The distribution process is not being coordinated by any single person.
- 12) Tricia Poitevint agreed to be the email point of contact for the brochure and will forward questions that she receives on to the WG to get the answers.

The next SRRTTF TTWG Meeting is May 7th.