**WATER Steering Team Meeting**

August 11, 2016 - 1:00-4:00pm

**DS Consulting Office**

**812 SW Washington Street, Portland, Oregon 97205; Suite 525**

Conference call #:  888-684-8852   // Access code:  5207663

**Proposed Meeting Agenda**

***Purpose:*** *To clarify how the Steering Team works together and interacts with other WATER Teams in order to promote meaningful and effective participation.*

 **1:00 Welcome, Introduction & Review Meeting Summary**

* + Introductions, approve meeting summary from 7/14
		- Input on level of detail for meeting summaries?

**1:25 Discussion on WATER Guidelines and Procedures**

* Review and discuss:
	+ Roles and responsibilities of Steering Team
	+ How does the Steering Team make decisions?
	+ How do the Action Agencies incorporate Steering Team input in their decision making?
	+ WATER elevation process – What, how, and to where should issues be elevated for resolution?
		- What issues need to be addressed by the WATER teams that have been avoided?
		- Where should issues be elevated?
		- How are issues elevated?

**2:30 Break**

**2:30 Continue Discussion on WATER Guidelines and Procedures**

**3:30 Next Steps -** What are the next steps needed to pave the way for constructive collaborative process? Do we have the elements needed? If not, what else is needed?

* + - Action Items
		- Schedule September meeting – full day work session?

**4:00 Adjourn**

*Times are provided as a guide and will be adjusted as needed in order to support the conversation and needs of the Team.**Breaks will be provided throughout the session.*