

SR 530 LANDSLIDE COMMISSION

Proposed Operating Principles and Meeting Agreements

For a meeting process to operate smoothly, it is necessary for those involved to agree at the outset on the purpose for the process and procedures that govern discussions and decision-making.

I. COMMISSION PURPOSE

The Commission will focus its work on identifying the top recommendations related to the SR 530 landslide that, if implemented today, would make us safer tomorrow.

II. ROLES AND RESPONSIBILITIES

Commission Roles and Responsibilities:

- Perform a review of the incident and establish a timeline of events.
Intent: To better understand the collective response and inform recommendations for the future that will guide policy makers.
- Review of the emergency response to the slide may include the initial emergency search and rescue, recovery of victims, community efforts and coordination among local, county, state, tribal and federal governments.
Intent: To inform recommendations for the future that will guide policy makers.
- Recommendations may identify information gaps, lessons learned or technical needs, and they may also include proposed changes to policy, code or operational procedures.
Intent: To improve planning and response for similar events.
- The Commission will not determine liability, cause or fault.
Intent: To not act as a substitute for the courts in any way.

Ruckelshaus Center Facilitation Team:

The responsibility of the Ruckelshaus Center Facilitation Team is to support the operations of the Commission, providing process ideas, strategies, approaches, alternative methods and procedures to promote the work of the Commission. The Facilitation Team will:

- Work with the Executive Director to prepare meeting agendas so that meetings are productive and accomplish the goals of the Commission.
- Facilitate meetings of the Commission and maintain a neutral stance to assist the Commission in achieving its purpose and goals.
- Work with the Executive Director to keep discussions moving forward and apply the Commission's meeting agreements, assist with the distribution of meeting materials, confirm meeting action items and follow-up assignments, take meeting notes, and write meeting summaries.
- Work collaboratively with the Executive Director and the Commission to draft a Report of Prioritized Recommendations related to the SR 530 landslide response.

III. DECISION-MAKING

- The Commission will strive to operate by consensus which means that -- at the least -- everyone can live with any decision. The Commission reaches consensus when each member can say:
 - a) I believe that others understand my point of view.
 - b) I believe I understand others' point of view.
 - c) Whether or not I prefer this decision, I support it because it was arrived at openly and fairly and is the best solution for us at this time.
- The Commission will strive to reach consensus on its decisions, in order to arrive at recommendations which can be supported by the Commission as a whole. If consensus can't be reached, a decision may be made with a consensus of the members present, less no more than three dissenters; However, no decision will be made by the Commission without at least 7 members in support.
- The Commission will not revisit topics upon which it has already held a discussion and made a decision unless there is new information that warrants a new discussion.

IV. MEETING AGREEMENTS/DISCUSSION GUIDELINES

Be Respectful

- Foster open and mutually respectful exchange of ideas, views, and information
- Hear and respect all opinions speak up with different perspectives
- Keep comments brief so everyone gets a chance to share their thoughts
- Acknowledge that all participants bring with them legitimate purposes, goals, concerns and interests whether or not you agree with them
- Respect time constraints

Be Constructive

- Seek creative solutions that address everyone's needs
- Articulate interests that underlie issues and concerns in an effort to find common ground
- Be willing to give and to get
- Listen carefully to and assume the best in others, ask questions (to clarify and educate) rather than make assumptions or make rhetorical statements
- Act in good faith; express consistent views and opinions in meetings and in other forums

Be Productive

- Come to meetings prepared and ready to participate Attend meetings, arrive on time, volunteer for tasks, and participate until the conclusion of the meeting
- Bring a sense of compassion and humility