Meeting Objectives

*For Steering Committee members to…*

* Approve the Buffer TAG report
* Approve the Wastewater TAG report
* Define lake Nitrogen and Phosphorus % reduction goals

|  |  |
| --- | --- |
| Agenda  |  |
| 10 am  | Welcome, meeting purpose, introductions, working together  |
| 10:10 am *10 minutes*  | Review objectives and accomplishments so far  |
| 10:20 am *40 minutes*  | Review and approve of the Buffer TAG report * Information
* Discussion
* Call to Question
 |
| 11 am *60 minutes*  | Identify N & P reduction goals in relation to Wastewater TAG report* Information and DWR recommendation
* Discussion
* Call to Question
 |
| Noon*20 minutes*  | Next steps* Update on septic language and process for approval via email
* Define who drafts SC report language
 |
| 12:20 pm*10 minutes* | Future meetings and Closing  |
| 12:30 pm  | Adjourn |

Ground Rules

* Stick to the tasks and topics on the agenda and keep discussion focused; one subject at a time.
* Discuss all relevant information and issues, even difficult ones.
* Keep discussion open and balanced.
* Participate, show up, share your thinking as much as you can.
* Strive to make decisions by consensus.
* Look beyond positions to interests.
* Disagree openly and respectfully.
* Put personal differences aside in the interests of a successful team.
* Jointly design ways of testing disagreements and look for mutually beneficial solutions.
* Follow through on commitments.
* Share information discussed in team meetings with your organization and reflect its position back to the team.
* While participants are free to discuss the process outside of official meetings, decisions will be made during meetings themselves.