

## **Revising DEQ Industrial Stormwater Permits Advisory Committee Ground Rules**

The role of the advisory committee is to provide input and feedback to DEQ on policy and technical issues related to the development of the new permit requirements. The committee is not required to reach consensus on decisions.

Protocols to guide our discussions:

- Be respectful of each other's ideas and mindful of interruptions.
- Approach the discussion with a willingness to hear other's views so we may solve problems together.
- Separate the people from the problem: be hard on the problem and easy on the people.
- Have positive debate – focus on what is important to you and what you need rather than on an argument for the sake of arguing.
- Value the diversity of the committee members.
- Speak again only after others who want to have done so.
- Give others a chance to finish their statements before asking or interjecting something new.
- Be prepared for the meeting – read the meeting materials before the meeting and bring hard copies of the materials. DEQ will strive to send out the meeting materials and agenda a week before the meeting.
- If you are unable to attend a meeting, provide feedback to DEQ ahead of the meeting if possible.
- The chair is charged with facilitating the meeting. If there are discussion points that are outside the scope of an agenda item, they will be put in a “parking lot” and discussed at a future meeting.
- Start and end the meetings on time.
- Summarize decisions and follow up items at the end of each meeting.
- Please turn cell phones to vibrate or silent mode.