

SOUTH BAY ODOR STAKEHOLDER'S GROUP

MEETING AGENDA

QUARTERLY MEETING

DATE: Thursday July 30, 2015

TIME: 1:30 p.m. – 3:30 p.m.

**LOCATION: Beverly Heritage Milpitas Hotel
1820 Barber Lane
Milpitas, CA 95035**

Attendees: BAAQMD
CalRecycle
SJLEA
USFW
San Jose WWTP
Republic Services
ZWED
South Bay Salt Pond Restoration Project
City of Fremont
City of Milpitas
State of California
Public Representatives

AGENDA ITEMS:

- 1. Call to Order and Introductions**

- 2. South Bay Odor Stakeholder Group Round Table Update**

- 3. Discuss SBOSG Mandate (Why we are here):**
 - a. Discuss authorship of SBOSG Strategic Plan
 - i. Purpose of Strategic Plan
 1. Identify SMART Goals for SBOSG (Strategic, Measurable, Achievable, Realistic, Timely)
 2. Identify Milestones
 3. Identify viable quantitative metrics for improvement
 - a. Yearly goal for Collaborative Mitigation Measures (CMMs) (1: Identify opportunities, 2: Execute).
 - b. Discuss timeline for completing strategic plan

4. Discuss & Ratify Meeting protocol, Meeting Flow, Organizational Structure

- a. Speaker, Secretary, Subcommittees?
 - i. Public Information Subcommittee
 - ii. Collaborative Mitigation Measures Subcommittee (identify opportunities & plan execution)

5. Review Action Items

- a. Develop & Author Strategic Plan
- b. Review content for next quarterly meeting

6. Public Comment

7. Adjourn

Items for Next Meeting

- a. CMM Subcommittee
 - i. Strategy for Identifying CMMs
 - ii. How to identify milestones for executing CMMs
- b. Public Information Subcommittee
 - i. Strategy for outreach
 - ii. Strategy for processing, evaluating & utilizing feedback
 - iii. How to link to CMM program
- c. Adopt logo
- d. Future public speakers, brownbag lunch presentations