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**MAYOR'S SUSTAINABLE BUSINESS INITIATIVE TASK FORCE**  
**AGENDA**

TUESDAY, JANUARY 24, 2006, 1:30-3:30 p.m.

Hilyard Community Center meeting room (building north of swim pool), 2580 Hilyard, Eugene

NOTE: The agenda for this meeting is very tight. We will start promptly at 1:30 PM and diligently keep to the schedule.

1:30 p.m.	1.	Welcome and introductions	Co-Chairs
1:32 p.m.	2.	Items from Task Force Members	All
1:37 p.m.	3.	Approval of Minutes of November 15 Meeting	All
1:40 p.m.	4.	Start of 'Dream' and 'Discovery' Phases and April Retreat	Co-Chairs
1:50 pm	5.	Update from indicators subcommittee	Sub-committee
2:00 p.m.	6.	Presentation of Precautionary Principle (Jared Blumenfeld by phone from San Francisco)	Lisa Arkin
2:25 p.m.	7.	City of Eugene Land Use and Code Changes	Susan Muir
2:45 p.m.	8.	SBI Task Force Meeting with Building Trades Council <ul style="list-style-type: none"><li>• Introductions</li><li>• SBI Co-Chairs explain SBI goals, methods and intended outcomes</li><li>• Explanation of BTC goals, methods, and intended outcomes</li><li>• Discussion of how the BTC can connect with the SBI now and after it is completed</li><li>• Discussion of the types of SBI outcomes that BTC members desire and would support.</li></ul>	
3:30 pm.	9.	End	

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**FUTURE MEETINGS: DATES, TIMES AND LOCATION**

Thursday, January 26: Forest Products Roundtable	1:30 p.m.	Downtown Fire Station
Monday, February 6: Town Hall Meeting	7:00 p.m.	Kalapuya High School
Thursday, February 9: Meeting with Neighborhood Leadership Council	7:00 p.m.	Sloat Room, The Atrium
Thursday, February 23: Bicycle Roundtable	1:30 p.m.	TBA
Tuesday, February 28: Task Force Meeting	1:30 p.m.	TBA
Tuesday, April 4: Task Force Meeting	1:30 p.m.	TBA
Week of April 17: Task Force Retreat	8:30 a.m.	TBA
Tuesday, May 23: Task Force Meeting	1:30 p.m.	TBA

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Update and Background Materials  
January 24, 2006 SBI Task Force Meeting

1. Task Force Members Are Asked to Attend February 6 SBI Town Hall Meeting

The second Town Hall meeting will be held at Kalapuya High School in Bethel. The focus will be on listening to *high school students and their families*, as well as the general public. ***We want a good showing by SBI Task Force members*** as each member will sit at separate tables and facilitate a group discussion with questions provided by staff. This is a unique opportunity to hear from the youth of Eugene. A description of the event and questions is attached. ***Please pass them on to teachers, students and families you know and please attend the event.***

2. Community Sustainability Website Design Proposal: On January 12, 2006, a meeting was held to discuss the design of a proposed community sustainability website. Roger Ebbage volunteered to construct and host the website at the Northwest Energy Education Institute (NEEI) which he directs at LCC. A summary of the proposed contents and design elements is attached.

3. Summary of Roundtables: Attached are summaries of the Healthcare, Funding/Finance, and Organic and Natural Foods roundtables

4. February 3 End of Public Survey; Distribution of Business Questionnaire: On February 3 the SBI on-line public survey (the 'PS') will end and data analysis will begin. The PS has been available to the public for four months. A separate business questionnaire (BQ) was emailed out this week to all businesses that were interviewed and/or participated in SBI Roundtables and other events as well as to Chamber of Commerce members. It seeks information on the economic, social, and environmental characteristics of these businesses. We have asked for BQs to be completed and returned by February 10.

5. Postpone March 28 Task Force Meeting To Tuesday, April 4: The March 28 Task Force meeting falls during spring break. We therefore propose to postpone the meeting until Tuesday April 4. The focus of that meeting will be on analyzing the findings and recommendations from the process to date and discussing the proposed retreat (see below).

6. Updated Project Workplan and Proposed April Retreat: A 2006 draft SBI workplan is attached. In February the SBI will end the "Discovery" phase (information gathering) and shift to the "Dream" and "Design" phases (using language from the Appreciative Inquiry 4-D process). The shift means we will focus on what we want to achieve (Dream) and how we propose to get there (Design). To support these phases, at the February Task Force meeting UO Student Interns will provide you with a summary of the findings and recommendations from the roundtables, community meetings, and public survey. The February 28 Task Force meeting will begin the process of analyzing the findings.

To facilitate the dream and discovery phases, a concentrated period of time is often useful. For this reason the co-chairs propose that the Task Force hold a 1 to 1 1/2 day retreat during the third week of April at a location near Eugene. At the retreat the Appreciative Inquiry process will be used to help the task force complete the dream phase and get well down the road or complete the design phase (depending on if one or a day and a half are available).