

Appendix A—2018 Community Steering Committee Group Charter

INTRODUCTION

In 2018, Public Health will develop a Draft Institutional Controls Implementation & Assurance Plan (ICIAP) for EPA with community input. This Plan will identify the main goals, strategies (including possible tools and activities) and measurable outcomes for the Program. Public Health is convening this Community Steering Committee (CSC) to help inform the Plan. Final Plan must be approved by EPA for consistency with EPA's Cleanup Plan and the Superfund Law.

The CSC is made up of community representatives that reflect the voices of those most affected by this issue: fishers, people who eat locally-caught seafood, and parents of young children.

OUR CORE VALUES

Health Equity

Environment Justice

Community Participation

Empowerment

Lower Duwamish River Community Health Advocate (CHA) Levels



FUN TO CATCH
TOXIC TO EAT

THE ONLY DUWAMISH SEAFOOD SAFE TO EAT IS SALMON
Loại hải sản an toàn nhất để ăn từ sông Duwamish là cá hồi
El único pescado del río Duwamish que es seguro para comer es el salmón
ត្រីដែលចាប់ពីស្ទឹងខ្លះមិនស្មានដូចត្រីសាលម៉ុនមួយគត់ដែលមានស្ទុំរ៉ែមិកាតក្នុងការបរិភោគ

Public Health
Seattle & King County



COMMUNITY
STEERING
COMMITTEE

JUNE-DECEMBER 2018

Group Charter

RESPONSIBILITIES & CRITERIA FOR MEMBERSHIP

- Fishers and family members of those who fish in local waters (King County)
- Recipients of local catch
- Experience with outreach for this program
- Participate in monthly committee meetings
- Share ideas and thoughts on tools and strategies
- Collect feedback from fishing communities
- Learn in-depth knowledge about this program
- Complete sign-in and feedback notes for each meeting
- Evaluate the CSC process



MEMBERSHIP

CHAs: Luz Cardenas, Mai Hoang, Kanitha Khiev, Emma Maceda-Maria, Vien Nguyen, Songly Toek, Paco Ramos, Quan Phan, Sean Phuong Soun Hour Pov, Binh Tran, Roxana Urias

Facilitators: Kevin Duong, Tatiana Martinez-Interiano, Sophorn Sim

Public Health: Khanh Ho, Sinang Lee, Kim Tippens

TIME & LOGISTICS

- Start on time
- No phones during meeting, if emergency, please step out
- One missed meeting per member, notify Facilitator ASAP
- Meeting time: 10:30 AM to 1:30 PM
Location: 1011 SW Klickitat Way #201, Seattle, WA 98134, room for childcare



PARTICIPATION, ACCOUNTABILITY & CONFIDENTIALITY

- Respect each others opinions: don't criticize, be open
- Speak YOUR truth: No right or wrong opinions
- Pay attention to each other: ONE speaker at a time
- Interpretation: members speak to the group, interpreters will interpret
- Learn from each other
- Stay engaged
- Members commit to being accountable and responsible to group
- Respect Confidentiality



DECISION-MAKING

- Each CHA gets ONE vote on recommendations for Plan.
- All members get vote on meeting logistics and progression.
- Aim for consensus, majority of votes will decide.
- Members will be thoughtful, intentional and unbiased in their decision-making process.

CONFLICT OF INTEREST

- Cultivate a culture of openness when talking about conflict
- Members may be discussing recommendations and decisions on grantee selection and usage of program funds
- Conflicts of interest may arise when: members are employees, family members, or financially affiliated with the organization applying for funds