



Southern Oregon Renewable Energy Project
Proposed Meeting Outline #2
 December 21, 2009 DRAFT

Timeframe	Primary Meeting Purpose(s)	Notes/Requirements
November 2009	<ul style="list-style-type: none"> • Agree on Remaining Meeting Schedule • Consider Governance Proposal • “Tee Up” Project Selection 	

Between meetings – staff will collect information on all project proposals to date, and any new concepts.

January 2010	<ul style="list-style-type: none"> • Review Project Proposals • Select Initial Project(s) • Approve Governance Document 	This process may be assisted by developing selection criteria.
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Between meetings – staff will research key project partners and potential contributions to project success. These parties will be invited to the next meeting.

February 2010	<ul style="list-style-type: none"> • Develop Project(s) Implementation Plan(s) 	<ul style="list-style-type: none"> • Staff will have prepared potential contributors to “step up” at this meeting. • Meeting may be held in Salem.
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Between meetings – staff will work with all project partners to develop statements of commitment for the DOC. The DOC will include the Project Purpose, Goals, Objectives, Governance, Selected Projects, Implementation Plans, and Commitment Statements.

March 2010	<ul style="list-style-type: none"> • Review final Declaration of Cooperation 	This meeting may not be necessary?
March/April 2010	<ul style="list-style-type: none"> • Signing Ceremony 	Usually an evening event; celebratory atmosphere. Media and Governor’s Office attend.