



WASHINGTON STATE
**Governor's Office of
Regulatory Assistance**

Agenda

**Gateway Pacific Terminal, Multi-agency Permit (MAP) Team
Project Management Team Meeting**
Monday, January 9, 1:00 – 3:00 p.m.

Meeting Location	Marysville Fire District, Station 62 <ul style="list-style-type: none">• 10701 Shoultes Road, Marysville WA 98271
Meeting Purpose	<ol style="list-style-type: none">1. Affirm expectations and commitments for schedule, communication, project management, and accountability.2. Work out details of project management for critical path tasks.
Attendance	ORA, Applicants, and NEPA/SEPA Agencies

Time	Topic	Discussion Notes
1:00 – 1:15	Welcome. Review of meeting purpose.	Time for a reset on project management, schedule, commitments, and review.
1:15 – 2:00	<u>Project Management and Accountability</u> <ul style="list-style-type: none">• Review tasks and information needs.• Confirm roles and responsibilities.• Establish communication and reporting schedule.	Commitments to moving forward. Holding ourselves accountable. What if the schedule slips? Project needs beyond the initial NEPA/SEPA process.
2:00 – 2:45	<u>Near-term Critical Path Tasks</u> <ul style="list-style-type: none">- Consultant Selection Process- Complete Applications- Scoping<ul style="list-style-type: none">• Share known dates or time periods.• Define needed actions, submittals, deliverables and time periods.	Resolving any questions re: process. Pre-scoping activities. Community meetings to clarify scoping process. Transparency and concerns from the public.
2:45 – 3:00	Action Items and Wrap Up	Review project management set-up when consultant is onboard