

GC3 Advisory Committee Call

2:00 PM EDT, 60 min.

May 21, 2007

Present: Beth Rosenberg, Tufts School of Medicine; Buzz Cue, private consultant; John Frazier, Nike; George Wilkish, Tyco Electronics/MA-COM; Richard Cottrell, Sysco; Eric Harrington, Interface Fabrics; Tom Swarr, UTC; Dave Long, SC Johnson; Kathy Shelton, DuPont; Lauren Heine, Green Blue Institute; and Joel Tickner, Yve Torrie, and Melissa Coffin, Lowell Center for Sustainable Production.

Follow Up to April GC3 Roundtable

The Lowell Center is working with Amy Perlmutter to write a meeting summary of the roundtable. Once complete (expected mid June), it will be available on the chemicalspolicy.org website. The priority action items coming from the meeting were:

1. To compile anonymously any restricted substances lists from GC3 participants into one GC3 Restricted Substances List.
2. To schedule a meeting with EPA and members of the DfE/Green Chemistry working group to discuss the DfE program

To date, the Lowell Center has received 3 restricted substance lists. Joel has a call scheduled with Charlie Auer at the Office of Pollution Prevention and Toxics where DfE is housed, to have preliminary discussions about the details of an in-person meeting between EPA and working group members. (Joel recently spoke with Charlie Auer and suggested a response letter to Deputy Administrator Jim Gulliford requesting a meeting that could turn into an on-going dialogue. Around the time of the Green Chemistry conference would be a good place to start).

At the National Pollution Prevention Roundtable meeting in New Orleans earlier this month Richard, Lauren and some other members of the GC3 were part of a meeting with state representatives and businesses to initiate a dialog between the two groups on state level chemicals reform. There was an interest in this dialog continuing.

Role of This Committee

At the Roundtable in April there seemed to be consensus that the GC3 would benefit from an advisory committee, but the specific objectives of that committee were not discussed. As the GC3 grows and generates more attention, this committee should act as a lens to ensure that our activities stay within the scope of the GC3 mission, and that the working groups are not attempting to do too many things (i.e. that they have concrete outcomes/deliverables). There should be an attempt at balancing the members of the committee to be representative of the kinds of organizations participating in the GC3. The committee should also act as the eyes and ears of the GC3 to bring relevant information from similar efforts back to the larger group.

The Advisory Committee will be set up to ensure a turn over in involvement. The Lowell Center group — Joel, Yve and Melissa — should be permanent members, as should the chairs of the three working groups. There will also be three “at large” members to insure a balanced representation (including representation from government, advocacy and academia). A one or two year voluntary commitment on the advisory committee is expected, to ensure consistency.

Participation Guidelines

Some practical guidelines were agreed upon:

- The GC3 is primarily a business to business forum with a limited number of advocates, government representatives and academia.
- Our minimum requirement for participation in the GC3 is that participants be involved in GC3 calls and / or working group calls. GC3 calls will take place every three months and working group calls will take place approximately monthly (the pace of progress within the working groups will drive the frequency of calls). Advisory committee calls will take place roughly monthly for now moving towards every other month. Webcasts might be a good alternative to conference calls as the GC3 gets larger.
- Organizations will be listed as participants in the GC3 unless they indicate otherwise. An organization is the primary participant of the GC3, the individual of that organization, the secondary member.
- We anticipate whole group meetings / roundtable events every 12 months.
- To offset costs for these events, in addition to an increase in registration fees for GC3 participants, we could approach trade groups as meeting sponsors. Trade association sponsors could come to the meeting but not attend working group sessions.
- Vendors will be included in the GC3 annual events where there will be a few hours set aside at the beginning or end for them to pitch their products or services.
- Industry associations can not join as an association; however the individual companies they represent are welcome to participate as independent organizations.
- The green-innovation listserv should be thought of as a mailing list, not necessarily as a “membership” list. There are far more people subscribed to the listserv than attend meetings or participate in working group calls. We will purge the listserv of people who have not attended meetings or been involved in calls for 2 years.

Prioritizing Projects

In order to make sure that the GC3 and working groups are producing deliverables, we agreed to limit the projects being worked on to about 5. The key projects right now are:

- Restricted Use List (Tools working group)
- State / business interactions (DfE working group)
- Follow up to DfE letter (DfE working group)
- Retail engagement (Drivers working group)

Administration

- The Lowell Center is currently working to design a website for the GC3 at www.greenchemistryandcommerce.org which would include a public section and a portion that would be password protected and available to GC3 participants only. The site will feature information about what the GC3 is and its credibility, the work of the working groups (with an explanation as to how this will help people), as well as links to other sustainability efforts, and a calendar of meetings that may be of interest to participants. Once a template of the site has been designed, the Lowell Center will circulate it to the Advisory Committee for comment.
- To avoid too many posts to GC3 participants, the Lowell Center is considering a monthly email newsletter to inform participants of GC3 and working group updates and the schedule

of GC3 and working group calls for the upcoming month. It will also include a sign up sheet for those who would like to become involved in new projects.

Next Steps:

The Lowell Center will draft a straw list of guidelines for participation in the GC3 and the role of the Advisory Committee (by mid June) and will send them around to the Advisory Committee for comment.

The Lowell Center will work to schedule the next Advisory Committee call in a month or so, understanding that once the committee is established, calls will be less frequent.