

RECEIVED APR 10 1990 SM

TO: Health Committee Chairs Sarah,
Pat and John

FROM: Phil Weller *PW*

DATE: April 2, 1990

RE: University of Buffalo Health
Conference and Teleconference

Attached is the latest minutes from the University of Buffalo Great Lakes Program planning meeting for activities around the theme of Toxic Chemicals in the Great Lakes Environment: Risks to Human Health.

I have participated in the committee developing the agenda for this throughout. The project is one developed by Warren Flint.

I am sending you this for your information and because we need to determine the extent of our involvement. I have so far been a passive participant but said we would like to control the later parts of the project. That is clearly not happening. I will call each of you to get any comments you might have.



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March 14, 1990

Ralph R. Rumer
Director
R. Warren Flint
Associate Director

TO: Public Participation Committee Members

FROM: Warren Flint

RE: MINUTES OF THE COMMITTEE MEETING OF MARCH 9, 1990

Attached you will find my accounting of our discussions of the Public Participation Committee Meeting for the TOXIC CHEMICALS IN THE GREAT LAKES ENVIRONMENT: RISKS TO HUMAN HEALTH Project held on March 9, 1990.

I ask that each of you review these minutes very carefully because there have been some major changes in the strategy that we are now following with respect to this project. In particular, please note these changes in the revised time line for the project that is presented in the attached minutes. I would also ask that if there is information being requested from any of you (e.g., mail list data), which is also detailed in the minutes, that you follow through on this information with me as soon as possible.

If you were unable to attend the meeting and have any questions regarding the contents of the minutes, or if you were in attendance and note that I was inaccurate in reporting anything that was discussed at the meeting, please do not hesitate to call me.

I will be in touch with you in the near future regarding the scheduling of another planning meeting of the Public Participation Committee. Thank you for your continued support of this very important community outreach effort.

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TOXIC CHEMICALS IN THE GREAT LAKES ENVIRONMENT:
RISKS TO HUMAN HEALTH

A PUBLIC DIALOGUE PROJECT

Public Participation Committee Meeting

Minutes of the March 9, 1990

- MAIL LIST STATUS - information on the following special interest groups was due to the Great Lakes Program at the end of February to include in a master mail list. This list is to be used for dissemination of information on the upcoming project activities and to seek interested participants in these activities. PLEASE GET YOUR INFORMATION TO THE GREAT LAKES PROGRAM OFFICE AS SOON AS POSSIBLE.

media & newsletter editors - Flint
public special interest groups - Weller
Great Lakes legislators - Weller & Flint
industry - Soley
teachers - Doran
public health associations - Boyer
people already involved in the toxic chemical/human health project - Flint
native peoples - Boyer

- PROJECT TIME LINE

February - July, 1990:	preparation & editing of public briefing/study book
March - August, 1990:	identification of workshop participants and planning for September event
April - October, 1990:	planning & logistics for November Teleconference event
April '90 - March '91:	developing of material for various videotape productions
September 14-16, 1990:	conduct of public participation Workshop
Oct. - Nov., 1990:	synthesis & reporting of fall workshop results
Oct. '90 - June '91:	develop curricular material to correspond with development of educational videotapes
November 10, 1990:	conduct of teleconference
Dec. '90 - Feb. '91:	summary of teleconference activities and production of documentary videotape on results/conclusions of teleconference event
Jan. - Feb., 1991:	complete the 45 minute videotape production that documents the issue of risk related to Great Lakes toxic chemicals for public television broadcast
January - May, 1991:	teacher input to guide educational videotape production and complete curricular materials development
April - June 1991:	complete two-part educational videotape production, where part one deals with the general issue of risk and decision-making and part two uses the Great Lakes toxic chemical problem as an example for risk decisions
June - September 1991:	peer-review school curricular materials and videotape productions prior to release

MAILING OF INFORMATION LETTER AND RESPONSE FORM: waiting on completion of mail list in order to mail this letter and response form out to all that might be interested in being either a participant, resource person, or facilitator of the upcoming public participation project activities. Peter Mallett has agreed to work with Warren Flint in modifying the letter originally composed by Barry Boyer so that we can solicit all the information that we need (e.g., identity of teleconference facilitators) in as short a timeframe as possible. The following timeline has been established for information mailing and follow-up.

- * Initial information letter sent out by March 31, 1990 that contains the following information:
 - scope of the entire project with appropriate background information concerning already completed phases
 - specific request for participants in the fall workshop
 - additional request for persons to become involved in facilitating the teleconference event in each of the local downlink sites
 - enclose a response form with the letter that will include answers to the above requests as well as seeking information about the person's background and interests related to the topic of toxic chemicals and human health risks

- * Response forms due back to the Great Lakes Program by April 20, 1990.

- * Follow-up communication to each positive responder by May 10, 1990 with more specific information on the activities that they indicated they would be interested in being involved with.

- * Select September workshop participants by June 15, 1990 and notify. These workshop participants would include those persons identified as potential local site facilitators of the teleconference event.

FORMAT FOR THE SEPTEMBER PUBLIC PARTICIPATION WORKSHOP:

Date: Friday evening, September 14 to Sunday noon, September 16, 1990

Location: Downtown Buffalo (Hilton or Hyatt Hotels): alternative location - the Red Jacket Inn on the Niagara River, Niagara Falls

Purpose:

- Create a public policy agenda for the upcoming teleconference
- Provide additional material & background for the videotape productions
- Allow for briefing of the facilitators for the teleconference event
- Provide the opportunity for Teacher Group that will begin curriculum development activities on risk to develop plans and strategy for achieving their tasks

Participant Number: 60 to 80 persons with no more than 10 per task group

Workshop Agenda:
Friday Evening

- POINT - COUNTER POINT PRESENTATIONS ON THE ISSUE OF RISK AND THE CONCEPT OF RISK ASSESSMENT (possibly have this activity as a dinner presentation). Members of each BREAKOUT SESSION GROUP would sit together at dinner to get acquainted.
- After-dinner BREAKOUT SESSIONS would be designed to mix members of each Specialty Task Group up with a facilitator. These groups would meet for the remainder of the evening to address the following issues:

Characterizing the problem

- * severity
- * scope
- * immediacy for solutions

Managing risks

- * menu of strategy alternatives
- * reaction to and ranking of alternatives

Saturday Daytime

- Break participants out into Specialty Task Groups according to the following design:
 - * teachers
 - * industry representatives
 - * environmental special interest groups
 - * legislators
 - * public health & social service officials
- Ask these groups to focus their discussions on the ultimate product of creating recommendations on a policy agenda for their group.

Saturday Evening

- Workshop Closing Plenary Session:
 - * Reports of Specialty Task Groups
 - * Conference Observer Report on similarities and differences between Task Group recommendations for policy agendas: "Finding Common Ground"

Sunday Morning

- Opportunity for special meetings:
 - * teacher group for curriculum development planning
 - * local facilitator briefing in preparation for teleconference event

Recreational Activities and Special Tours

STATUS OF PUBLIC BRIEFING/STUDY BOOK:

- * Warren Flint has already compiled much of the summary information from previous program phases (e.g., Disciplinary Briefing Book and International Working Conference Task Group Reports) into a single document for further editing and refinement.

- * We will seek DEC involvement for non-technical editing of document produced by Warren Flint with help from Peter Mallett, after review by the Public Participation Committee.
- * At the end of each chapter of the Public Participation Briefing/Study Book there will be a listing of several questions that will guide the discussion of the Specialty Task Groups during the September Workshop and the local community meetings during the Teleconference broadcast.

- STATUS ON FUNDING FOR THE PUBLIC PARTICIPATION PROJECT:

- * No funds from the Mott Foundation
- * Proposal out to the Gund Foundation
- * Canada Department of National Health & Welfare (has indicated a commitment of approximately \$85,000 toward total project)
- * Proposal out to the Michigan Protection Fund
- * Proposal inquiries out to 12 different foundations and EPA
- * Plan to approach the U.S. EPA for a funding request

- TELECONFERENCE PLANNING:

Peter Mallett needs identification of at least 30 potential local downlink sites by April 15, 1990 so that he can begin making contact with persons in these areas.

Use the following input for selection of sites:

- * IJC experience with sites (Sally Cole-Misch)
- * Seek Great Lakes United ideas on potential sites
- * Ask EPA guidance on selection of sites
- * Ask Canada Health & Welfare guidance on selection of sites

Respectfully Submitted

Warren Flint
March 10, 1990