

# Interagency Electric Vehicle Coordinating Council

Sept. 27, 2022

## **Agenda item: EV Council decision-making process**

In order for the EV Council to make decisions and meet its statutory responsibilities, council members must agree to follow a decision-making process. Council members participating in the governance workgroup reviewed models from the SEEP Governing Council and the Environmental Justice Council and decided to recommend the following approach:

### Agency representation and quorum

1. Agencies must identify a single primary representative to attend EV Council meetings and participate on behalf of their agency. Agencies should also identify a backup representative who can participate on the agency's behalf in the event that the primary representative cannot attend.
2. EV Council co-chairs and staff will maintain an active roster of primary and backup representatives.
3. Quorum is defined as the presence of six of the EV Council's 10 identified agency primary representatives or backup representatives. Agencies can only have one voting representative per meeting. Decisions cannot be made and votes cannot be taken without a quorum.

### Agenda-setting and taking up proposals

4. EV Council meeting agendas will be set by the co-chairs and approved by the Executive Committee (*refer to agenda item memo on workgroups*). EV Council members should work with the co-chairs to include proposals on meeting agendas.
5. Each action item or agenda item that requires a decision should start with an issue presentation, followed by a discussion that creates space for concerns to be addressed.
6. Following discussion, the proposed action or decision should be stated clearly for EV Council members to consider.

### Consensus, modification, and approval

7. The EV Council will seek consensus on all decisions. The co-chairs will ask EV Council members if there is consensus. At this time, absent any comments indicating there are remaining concerns, a consensus agreement will be reached.
8. If there are remaining concerns, the EV Council will consider adopting modifications to the proposal that result in consensus. If the EV Council cannot agree to adopt modifications necessary for consensus, the co-chairs will either table the proposal for the next meeting or move forward for a vote.
9. For proposals that do not have consensus but move forward for a vote, each agency representative present will have one vote and can either vote "yes", "yes with concerns", or "no". "Yes with concerns" will be counted as a "yes" for voting purposes and allows EV Council members to indicate they want vocalized concerns to be addressed but still want the proposed decision to move forward.
10. Proposals that have six "yes" and "yes with concerns" votes will be considered approved.

Governance workgroup recommendation: Agree to recommended decision-making process.

<b>Agency</b>	<b>Consensus</b>	<b>Yes</b>	<b>Yes with concerns</b>	<b>No</b>	<b>Not present/no vote</b>
Agriculture					x
Commerce	x				
DES	x				
Ecology	x				
Health	x				
OFM					x
OSPI	x				
SEEP	x				
Transportation	x				
UTC	x				
Total	Consensus				