Community Advisory Panel Core Team Meeting Minutes

May 23, 1994
Monsanto Conference Room
Scheduled: 4:00-5:30 p.m.

Participants:
Sister Marie Charles Buford, CCBF
Richard Mirkay, Lyon School
Ron Cooley, Monsanto
Eric Brimer, Monsanto

To be contacted: Deputy Chief Sherman George
(John Silva met with Ron Cooley and Eric Brimer at a later date. Details of this meeting are chronicled later in the notes.)

Meeting minutes of the April 13, 1994 meeting were received and approved as written by all participants.

Action Items From First Meeting

Follow up to John Silva's question on boundaries of community advisory panel:

- Ron Cooley contacted three Monsanto plants. With background provided, he spoke with panel members. Our goal will be to establish a dialogue in order to better understand community issues and prioritize those issues so the plant can address them to the extent possible. Ron also mentioned that it normally takes one year for the panel to become comfortable with the process.

Ron Cooley communicated that demolition of buildings is imminent for two of the recently acquired buffer properties. (Kentucky Fried Chicken, National Auto Parts)

He also shared the plant's new brochure with the panel. The brochure answers basic questions about the plant, the products we make, our processes, general safety procedures, etc. Work on the brochure has been in progress since the middle of last year. It was just received from the printer.

Follow up: Panel will help us understand how to effectively reach community members.

New Business

We received a call from Prudential Community Interaction Consulting, PCIC. They offer a wide range of services including a process to help put the CAP together, and panel facilitation for up to one year. Monsanto will discuss this proposal with the CAP. No commitment has been made to Prudential.

Handouts from PCIC were distributed to panel. Highlights of the handout include a description of their four phase process which begins with research to identify issues. In the research

phase, employee focus groups are recommended to obtain a potential list of community advisory panel members. Background research which includes reviewing media coverage is also conducted during the research process. Also, interviews of the core group and prospective members are held. The other PCIC handout described what a community advisory panel is and is not.

Prudential has offered a facilitator, Colleen Andrus, who could assist us in interviews and meeting facilitation. She works with nine CAPs in Louisiana and Texas and has over twenty year's experience in community projects and initiatives.

Using a facilitator and Prudential's process is a structured way to approach the CAP, but there are other options. Other options are to:

Do interviews of candidates ourselves.

Use Prudential's services till first CAP meeting.

Let Prudential take CAP forward to facilitation for up to one year.

Benefits

- A structured way to approach CAP.
- Identify attitudes /perceptions /issues for CAP to review.
- Get names and do "legwork" for interview.
- Broader, more thorough.

Concerns

Having a third party involved may be seen as impersonal.

Method To Address Concern
People who contact you to participate are seen as "partners". Having a monsanto representative make the first contact demonstrates importance.

Next Steps

- Contact Deputy Chief Sherman George and John Silva for their education and input on this proposal. Responsibility: ESB/RCC

- Within two weeks, canvass CAP core members for their decision by consensus. Responsibility: ESB/RCC

- At next meeting, have "facilitator" background ready for discussion. Bring facilitator to session via conference call and decide level of involvement based on CAP decision. Responsibility: ESB/RCC

The meeting was adjourned at 5:15 p.m.