

Collaborative 2.0 Charter

The transition to zero-emission vehicles (ZEVs) serving ports in the Puget Sound region is a key step to improve air quality, reduce greenhouse gas emissions, and reduce environmental health disparities in communities living near port terminals and along major freight corridors. The shift toward ZEVs is being driven by industry trends, technology innovation, new state and federal policies, and public and private investments. As this transition is happening, trucking companies and independent owner-operators are considering the new opportunities and challenges of zero-emission drayage.

Starting in 2023, the Puget Sound Zero-Emission Truck Collaborative (Collaborative) developed a series of recommended actions to support a successful transition to zero-emission drayage, culminating in the March 2025 *Decarbonizing Drayage Roadmap* (Roadmap). The Roadmap outlines over 70 recommendations to:

- Improve zero-emission truck availability and affordability in the Puget Sound region;
- Develop a robust network of accessible charging and hydrogen fueling stations;
- Ensure an equitable transition for drivers, small businesses, and near-port communities; and
- Attract sufficient funding and financing to the region for this work.

In 2026, the Collaborative is reconvening as “Collaborative 2.0” to support implementation of the Roadmap’s recommendations. Implementation depends on the actions of many organizations, leveraging their roles in policy, funding, and influence. Many of these organizations are represented on the Collaborative, giving it the opportunity to accelerate progress through shared strategies and collective action.

Collaborative Purpose

- Contribute to effective implementation of Roadmap recommendations by coordinating actions, supporting policy development and funding, raising awareness, and tracking progress.
- Provide a forum for sharing lessons from implementation and informing best practices.
- Identify implementation gaps and develop new shared strategies where needed, including workforce development.
- Serve as a “hub” of information about the status and trajectory for drayage decarbonization in the Puget Sound area.
- Provide insights into related regional efforts with which members are familiar and pursue opportunities to align with this work and share lessons learned.
- Provide a platform for broader communication and stakeholder engagement about adoption of zero-emission trucks to build visibility and support in the region.
- Inform complementary policy and program development and help attract state, federal, and private sector funding and investment to allow large-scale markets for zero-emission trucks to develop.

Collaborative Structure

- The Collaborative will be made up of approximately 30 members representing a broad set of stakeholders involved in implementation activities related to zero-emission drayage; the process will also engage other stakeholders through presentation and discussion sessions at Collaborative meetings, listening sessions, and small group processes.
- The Collaborative will approve its own charter and operating guidelines. It will establish its own milestones and duration.
- The full Collaborative will meet approximately every 3-4 months for half-day meetings, at least through the first quarter of 2027. The Collaborative may continue to work beyond that time.
- The Collaborative will form small implementation groups on specific topics, which will meet separately from the full group meetings.
- Full group and small implementation group meetings will be primarily virtual, but the Collaborative may decide to hold some in-person meetings or events (in the Seattle/Tacoma area).
- The Collaborative will be supported by a “backbone organization” comprised of facilitators and subject matter experts that will coordinate Collaborative activities and Roadmap development, support community and driver engagement, and provide technical input on zero emission drayage and related policy.

Expectations of Collaborative Members

Individually, collaborative members should be:

- Committed to the success of the project and the goal of decarbonizing drayage at regional ports.
- Committed to working together to implement Roadmap recommendations and other collaborative solutions that may emerge.
- Positioned to act as sounding boards for, and liaisons to, the sectors they represent.
- Knowledgeable about key barriers, potential solutions, and implementation strategies.
- In a position to build visibility and support for this work in the region.

Collectively, the membership of the Collaborative should:

- Be connected to other regional efforts and positioned to learn from and make connections to related efforts.
- Reflect the diversity of stakeholders and able to support implementation of solutions that are equitable for drivers and communities that are underserved.
- Be in a position to attract state, federal, and private sector funding and investments to help enable markets, infrastructure, and incentives to develop.

Collaborative Operating Guidelines

- Collaborative discussions will aim towards convergence of views, but unanimity or other forms of consensus among Collaborative members will not be required. Where necessary, written products will articulate the breadth of members’ views.
- The Collaborative may add members based on a ¾ vote in favor. Members may choose to replace themselves without a vote.

- Where necessary, members may designate an alternate who will participate on behalf of the member in their absence. Facilitators must be notified in advance of meetings if an alternate will be used. If members are present, alternates may observe the meeting and participate in the public comment period.
- Collaborative members representing community-based organizations or the driver community are eligible for stipend compensation to recognize their community-informed contributions and time; members can confidentially communicate a stipend request to facilitators.
- Full Collaborative meetings whether virtual or in-person are open to observation by members of the public, and each meeting will include public comment time. Meetings will be announced on a public website, which will also archive meeting materials. Small implementation group meetings are not open to observation, but outputs from these small groups will be presented at full Collaborative meetings.
- To support candid and fluid dialogue during Collaborative discussions, individual member observations are presumed to represent their personal, not organizational, perspectives.
- Members are encouraged to reach out to constituencies whose interests they represent and, as appropriate, to other interested and impacted parties to communicate about the work of the Collaborative and gather input and ideas for the effort.
- Members are encouraged to frame observations in terms of needs and interests, not in terms of positions. Opportunities for finding solutions increase dramatically when discussion focuses on needs and interests.
- Recognizing that public characterizations of Advisory Committee deliberations could affect the committee's collegiality, Advisory Committee members are specifically requested to refrain from characterizing the views of other Advisory Committee members in any public statements they may make.

Facilitation Support

- The backbone organization will provide neutral, third-party facilitation focused on fostering successful collaboration; facilitators will have no content-based stake in the outcome.
- Facilitators will notify members of meeting details and distribute materials by email in advance of meetings and will provide summaries via email following meetings.
- Summaries of each meeting will include general descriptions of discussions. Individual perspectives and differences of opinion will not be attributed to individuals or organizations.
- Facilitators will work with the Collaborative, sub-groups, and members to create an atmosphere conducive to successful coordination. Facilitators will manage any meeting disruptions, as needed.