

Collaborative Charter

The transition to zero-emission drayage vehicles serving ports in the Pacific Northwest is a key step to meet zero emission trucking targets adopted in the Northwest Ports Clean Air Strategy while also contributing to city and state decarbonization goals. Shifting from diesel to zero-emission trucks will also reduce a significant source of air pollution that contributes to public health risks and environmental health disparities, especially in communities living near the harbors and along major freight corridors.

The region has a window of opportunity to harness growing momentum toward zero-emission trucking. Truck manufacturers are ramping up their production and marketing of zero-emission trucks. Businesses and utilities are exploring investments in charging and hydrogen fueling infrastructure. Increasing numbers of retailers are committing to decarbonizing their supply chains. State and federal funding opportunities are on the rise.

To address the opportunity, the Puget Sound Zero-Emission Truck Collaborative (Collaborative) will develop a roadmap for transitioning to zero-emission drayage services at the Puget Sound region marine cargo terminals by 2050 or sooner. The regional roadmap will put forward recommendations for making a just and equitable transition to zero emission drayage by improving zero-emission truck availability and affordability, developing charging and fueling infrastructure, and ensuring sufficient funding and financing.

Collaborative Purpose

- Develop and build support for the Roadmap as a strategy for decarbonizing drayage through scaled adoption of zero-emission trucks at Northwest port gateways.
- Identify actionable strategies for overcoming key market, logistical and other barriers and contribute to their implementation.
- Stimulate and draw lessons from zero emission drayage pilots and other activities to advance zero-emission drayage from the vantage point of the sectoral interests that members represent.
- Provide insights into related regional efforts with which members are familiar, identify opportunities for alignment with these other efforts, 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.
- Assist in attracting 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 25-30 members representing a broad set of stakeholders.
- The Collaborative will approve its own charter and operating guidelines. It will establish its own milestones and duration.
- The Collaborative will meet approximately every other month for half-day meetings between June 2023 and December 2024. The Collaborative may continue to work on implementing the Roadmap beyond 2024.

- The Collaborative may decide to form sub-groups on specific topics, which will meet separately from the full group meetings.
- Full group and sub-group meetings will be a mix of virtual and in-person (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 advance collaborative solutions.
- Positioned to act as sounding boards for, and liaisons to, the sectors they represent.
- Knowledgeable about key barriers and potential solutions.
- 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 generate 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 are eligible for stipend compensation to recognize their community-informed contributions and time; members can confidentially communicate a stipend request to facilitators.
- Virtual and in-person meetings 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.

- 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.