

US LCI Database Organizational Structure Committee Minutes 17 October 2008

The group met on 17 October 2008 to discuss the organizational plan for the database.

Present were: Jeff Rice, Rita Schenck Nuno da Silva, Michael Deru, Lise Laurin, Wayne Trusty, Martha Leflar, Neil Huizenga, Mark Goedkoop and Mike Levy.

There was extensive discussion of the goal of the group. In the meeting at Camp Long, it was agreed that this group would write the organizational plan to make 4 things happen:

- 1) A quality plan
- 2) Outreach to other activities/other countries doing LCI databases
- 3) Communication with Stakeholders/PR
- 4) A long term sustainability/funding plan

The group discussed the current and past activities of the US LCI database: There was agreement that its mission was to provide industry-average inventory for common unit processes was the appropriate one to support. Michael Deru will send out the copy of the business plan for all members of this committee. The group agreed that we will be building on this plan, not displacing it.

There was a need expressed to get together stakeholders/end users together to re-clarify current needs. Rita offered a meeting she is planning for Denver in January on a related LCA topic. Many stakeholders will be there, so it could be used to move the effort forward.

It was agreed that some of the work can take place in parallel with the stakeholder outreach.

Action items coming from the meeting:

- 1) Michael to share the existing business plan
- 2) Michael, Rita & Nuno to work on the January meeting
- 3) Attend conference call 24 November 2008 at 8:00 Pacific, 11:00 Eastern