

**Environmental Technologies Trade Advisory Committee (ETTAC)**  
**January 28, 2025, 9:00 am – 5:00 pm**  
**U.S. Department of Commerce -Research Library**

- 8:30-9:00 am**            **Networking/Light Breakfast and Coffee**
- 9:00-9:15 am**            **Welcome and Introductions**  
Megan Hyndman  
ETTAC Designated Federal Officer
- 9:15-9:45 am**            **Agenda Overview & ETTAC Fundamentals Review**  
Megan Hyndman  
ETTAC Designated Federal Officer
- Evelina Scott  
ETTAC Secondary Designated Federal Officer
- 9:45-10:00 am**            **BREAK**
- 10:00 – 10:30 am**        **ETTAC Leadership Discussion**  
*Purpose: To discuss ETTAC leadership structure and the typical roles of the ETTAC Chair, Vice-Chair(s), and Subcommittee Chairs.*
- 10:30 - 11:45 am**        **Breakout Discussions to discuss Subcommittee Themes**  
*Purpose: ETTAC members will participate in breakout sessions to discuss the recommendation topics that they would like to pursue during the 2024-2026 ETTAC charter and deliberate on subcommittee themes.*
- Proposed subcommittee theme: Emerging Tech & Standards  
*Notetaker: Anna Cron*
- Proposed subcommittee theme: Export Competitiveness & Trade Policy  
*Notetaker: Evelina Scott*
- Proposed subcommittee theme: Supply Chain & Circular Economy  
*Notetaker: Alec Hilton*
- 11:45 – 12:15 pm**        **Breakout Session Readouts and Group Discussion**
- 12:15 – 12:30 pm**        **BREAK**
- 12:30 – 1:00 pm**        **Working Lunch: Remarks and Q&A with Bart Meroney, Acting Deputy Assistant Secretary for Manufacturing**
- 1:00 – 2:00 pm**        **Discussion & Voting on Subcommittee Themes**

- 2:00 - 2:45 pm**                    **Presentation on ET Programs from OEEI & U.S. Commercial Service**
- Evelina Scott, International Trade Specialist, Office of Energy & Environmental Industries
  - Frances Selema, Environmental Technologies Global Team Lead, U.S. Commercial Service
- 2:45 – 3:00 pm**                    **BREAK**
- 3:00 – 3:30 pm**                    **ETTAC leadership voting**  
*Purpose: ETTAC members to vote on ETTAC Chair, Vice Chair(s), and Subcommittee Chairs*
- 3:30 – 4:15 pm**                    **Subcommittee Meetings**  
*ETTAC members will select which subcommittee they would like to join and participate in their first subcommittee meeting to discuss next steps and set a timeline for future subcommittee meetings.*
- 4:15 – 4:30 pm**                    **Subcommittee Readouts**
- 4:30 – 4:45 pm**                    **Next Steps, Public Comment**