

Public Participation Committee Meeting Notes
CCMPO Offices, Friday, April 25, 2003 - 2:00PM — 4:00PM

Attendees: Melanie Grubman, Richard Kemp, Jane Marvin (and her granddaughter, Lydia), Diane Meyerhoff, Amy Jestes, Christine Forde.

Important dates: Presentation to the CCMPO Board on **May 21st** a public meeting, to present the plan, on **June 11th from 6-7:30PM at the McClure Multigenerational Center in Burlington.** Committee members were encouraged to attend and participate. The group felt a feedback loop from the public meeting should be made. If there are significant issues with the plan, they will certainly be addressed in the next draft. Diane will be sure that all committee members are aware of the comment we receive that evening and given a chance to revise the draft.

Diane reported that she interviewed two CCMPO Board Members for their thoughts about public involvement. One member felt that the public for the CCMPO is elected officials, and this is where our outreach should be focused. Another member suggested that only interest groups that can pay people to attend meetings are represented, and suggested that we need to go out to where people gather to bring the CCMPO to them. The latter is something that the Committee has discussed. The Committee also suggested that it is important for the CCMPO Representatives to report back to their elected officials.

The Committee discussed a draft of the Public Involvement Plan (draft of April 10, 2003). Overall, Jane was concerned there was too much detail about the CCMPO and the demographics of the community. Diane explained that she was trying to serve many masters with this plan, and also hoped the information would be helpful later on. Committee members were concerned that the CCMPO major activities section is difficult for the public to understand, and suggested that explaining how a sample project moves through the planning, scoping, design, and building stages would be helpful. Christine has some examples that she will share with Diane.

Melanie suggested that more of the plan be bulleted with less narrative to make it easier to read. Jane suggested making it clear that the CCMPO is funded mainly by the federal government.

The group discussed implementation of the plan and decided to recommend the Citizen Participation Committee that would report to the CCMPO Board. They also discussed a phased approach to the plan, but decided that this was something that should be discussed with Bill Knight, because he is responsible for overall management of the organization.

Lastly, those who were interested in participating in the CCMPO Board presentation stayed to talk over the agenda. It was decided that the presentation would last about 15 minutes, with an additional 15 minutes for Q&A. Each presenter will have about 5 minutes and will speak as follows:

- Why do we need a Public Involvement Plan? (Rules & Regulations, Diane)
- Why should people want to be involved? Why is it important? (Melanie)
- Recommendations of the Committee (Jane)
- Conclusion and schedule for plan adoption (Diane)

The meeting adjourned at 3:45 PM.

Prepared by Diane Meyerhoff, April 27, 2003