



Public Participation Plan Advisory Committee  
Meeting #1 – July 31, 2013, 4:00pm

Debbie Ingram, Chair

**Meeting Notes**

- 1. Welcome & Introductions (15 minutes)** **Debbie**
  - Debbie led an introductory exercise so we could get to know each other.
  
- 2. Purpose and background (5 minutes)** **Charlie**
  - Federal requirement to have a Public Participation Plan
  - Over-arching principle of Equity in the ECOS Plan
  - Different types of engagement plans/strategies depending on project and situation
  
- 3. Example of process/graphic (10 minutes)** **Bryan**
  - Bryan showed/described several different processes for project flow of typical transportation projects
  - Planning is different from project implementation
  - Described our program documents
    - o MTP, TIP, UPWP
  - Goal to look at equity impacts as well as environmental and social
    - o Need early involvement with equity and outreach BEFORE Scope of Work is developed
  
- 4. “Effective Community Engagement” (20 minutes)** **Isra**
  - Need to go beyond surveys
  - Share power
  - Exchange information rather than collect it
  - Engage in conversations
  - How to hear the voice of the community?
  - How do we share access to information?
  - Diversity is a strength and opportunity
  - There is a spectrum of cultural competence
  - “Nothing about us without us”
  - How is minority participation influencing decisions?
  - How do we influence decisions where they are made
    - o \*\* Add equity partners to Steering Committees
  - Steering Committee representatives may need time to actually engage their communities to clarify the opinions of the members of the community, rather than just merely represent the entire community through their singular voice/opinion

**5. Outlining the work of the committee (10 minutes) Debbie**

- Review current plan – “Homework” before next meeting
- Updates and changes will be done by staff with guidance from the Advisory Committee
  - o Staff will do the actual work

**6. General discussion and (20 minutes) Debbie**

- Add suggestions for local officials as well
- Possible appendix: guidelines for municipalities
- Identifying additional resources for outreach (in projects, committees, doing business “as usual” – needs to change)
- How to make it REAL – methods that are concrete
  - o Guide for towns

**7. Timeline & meeting schedule – please bring calendars if possible (5 mins) Andy**

- Andy will send out a Doodle poll to find a mutually convenient time for the next meeting. (
  - o 1.5 hours, before 2:30 or after 3:30 recommended; Thursdays might be good

**8. Closing comments Debbie**

**Documents sent in packet:**

- Revised “charge” document
- Overview/summary of the work of the CCRPC