



Public Participation Plan Advisory Committee  
Meeting # 3 – Monday, December 2, 4:00pm – 5:30pm

**Meeting Notes**

**Present:** Debbie Ingram, Meredith Birkett, Infinite Culcleasure, Erik Filkorn, Diane Meyerhoff, Wanda Hines, Sarah Sinnott, Sara Osaba

**Absent:** Isra Kassim, Indra Acharya, Isha Mohamed, Kelly Stoddard-Poor, Sarah Launderville

**CCRPC Staff:** Bryan Davis, Emma Long, Charlie Baker, Michele Boomhower



**4:00 (5 min) Welcome and introductions**

- Debbie provided an overall welcome.

**4:05 (10 min) One-to-one conversations**

- Debbie led an introductory exercise.

**4:15 (70 min) Review and discussion of existing plan**

**- Provided handouts:**

- Agenda
- King County Community Engagement Worksheet
- King County Community Engagement Guide
- (Draft) CCRPC Equity Impact Review Tool
- (Draft - *E-mailed prior to meeting*) Public Participation Plan

**- General comments and discussion:**

- Emma noted that many editorial changes from the last meeting have been made; this is an ongoing process; please send anything else you'd like changed to Emma at any time.

- Bryan walked everyone through a PowerPoint presentation on the changes that we made since the last meeting (see e-mail attachment for this and the next 3 points).

- Bryan presented the summary of major changes made to the PPP since the last meeting.

- Bryan presented the changes to the Table of Contents.

- Bryan presented what is still left to do.

- Sara Osaba provided a summary and background for the Equity Impact Review Tool.

- Bryan posed the question: Where should the Equity Impact Review Tool fit into the Plan?

Members noted that the CCRPC would determine that in the next draft for review, but generally it was noted that this should be included early on.

- Meredith noted that in the equity document, it says this review should be done early – so should we also include it early on in the PPP Table of Contents?

- Discussed the use of a continuum to collapse the Accessibility & Engagement section (formerly Opportunities for Public Participation – page 8 in PPP)

- Discussed integrating ECOS strategies into the plan by noting where sections of the plan implement certain strategies.
- Discussed creating a table that lists our major activities in each column, organized into a “spectrum of engagement” (informing only, public meetings, etc.); this will show passive vs. active engagement levels for specific project types.
- Discussed merging the Principles, Goals and Objectives section so there’s one clear list.

**5:25 (5 min) Next meeting: content and goals**

**- Content:**

- At the next meeting, Debbie will lead an interactive exercise to walk members through the participation process as outlined.
- At the next meeting, we will address the major changes made to the Plan thus far, including: The Introduction, Principles/Goals, the Spectrum of Engagement (new), the Equity Tool integration, translation services.

**- Scheduling:**

- The next meeting will be scheduled for mid-January.
- Emma will send a Doodle Poll and follow up with e-mail / phone calls.

**5:30 Adjournment**