

MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON THURSDAY, SEPTEMBER 11, 2008 AT 4 PM IN THE BUILDING A CONFERENCE ROOM.

PARTICIPANTS:	<u>Staff</u>	<u>CPT Members</u>	<u>Absent CPT Members</u>
	Melissa Brown	Vaughn Poller	Charlotte Hubbard Jones
	Jason Purse	Bob Keith	Tom Fitzpatrick
	Christy Parish	Marilyn Taylor	Rich Krapf
	Tammy Rosario	Susan Sullivan-Tubach	
	Leanne Reidenbach	Bill Spaller	
	Brian Elmore	Jay Everson (proxy Mr. Peck)	
		Joe Sell (proxy Mr. Obadal)	

- ◆ Ms. Parrish called the meeting to order at 4:00pm.
- ◆ Ms. Taylor motioned approval of the minutes. Mr. Spaller seconded approval of the minutes.
- ◆ In a unanimous voice vote, the minutes were approved.
- ◆ Mr. Keith motioned validation of the James City County Citizen's Coalition traffic study report. Mr. Everson seconded the validation.
- ◆ In a unanimous voice vote, the report was validated into public comment.
- ◆ The CPT discussed the second round of Community Conversations.
- ◆ Ms. Brown stated she would like to discuss both the successes of the second round and the changes that could be made for next time.
- ◆ Ms. Sullivan-Tubach liked the arrangement and presentations at Lafayette HS.
- ◆ Mr. Keith said that a lot of information was presented and he liked the high rate of return for questionnaires.
- ◆ Ms. Sullivan-Tubach said the questionnaires were user-friendly. She also stated that she liked that both speakers gave their presentations before the Q&A session.
- ◆ Mr. Keith said he liked the location and set-up of the first two Conversations and the taping the Q&A sessions. He noted the importance of taping or recording the Q&A at all meetings in both sessions rather than just the one that was recorded.
- ◆ Mr. Sell asked how the Conversation attendance compared to County demographics.
- ◆ Ms. Rosario stated staff had not done an address analysis.
- ◆ Ms. Sullivan-Tubach stated she saw a diversity of people at the Conversations, including church-goers, youth group professionals, County employees, and business professionals.
- ◆ Mr. Spaller observed many of the attendees were motivated by a single hot-button issue.
- ◆ Mr. Poller stated there should be more speaker's bureaus, at different times and earlier in the entire process.
- ◆ Mr. Keith suggested reevaluating the role of the speaker's bureaus- whether they are to provide information or collect input. He also suggested James River Elementary may be too remote for a host site.
- ◆ Mr. Everson said it was hard to see and hear at the Jamestown High site.

- ◆ Ms. Spaller suggested more Conversations located over a wider area.
- ◆ Mr. Sell asked about moving questions to the end of each presentation rather than the end of the session.
- ◆ Mr. Poller suggested providing more education for citizens at the first round of Community Conversations.
- ◆ Ms. Sullivan-Tubach suggested explaining the format of the expo. She also suggested the expo be presented at Community Days held in the spring at James River Community Center.
- ◆ Ms. Brown began to discuss the overall CPT outreach efforts.
- ◆ Mr. Poller stated education efforts could be used in the years between Comp Plans. He also asked about using a 3rd Conversation for dialogue and feedback.
- ◆ Mr. Keith stated that the “dot” exercise did not provide enough information and was confusing to many participants.
- ◆ Ms. Rosario wanted the first round of Community Conversations to be open-ended to get more original input.
- ◆ Ms. Taylor suggested getting more input from people not able to attend the meetings.
- ◆ Mr. Poller suggested having a person, whether staff or CPT, able to hold sessions with groups and HOAs and collect input at the same time. He said educating citizens on local issues versus the Comp Plan process is important.
- ◆ Ms. Sullivan-Tubach suggested having directed comment cards to pass out at presentations, similar to what was done for the high school government class.
- ◆ Mr. Spaller stated the CPT should be less process-oriented. He said education and dialogue should begin earlier during the Conversations. He also said the meetings should be audio taped to capture Q&A.
- ◆ Ms. Taylor suggested having mini-Conversations to ask people about their own neighborhoods. She also said the Conversations were around dinnertime, and suggested having more substantial refreshments.
- ◆ Mr. Keith suggested having a larger advertising and food budget.
- ◆ Mr. Everson suggested more press coverage such as newspaper inserts.
- ◆ There being no further business, Mr. Keith made a motion to adjourn, with a second from Mr. Everson.
- ◆ The meeting was adjourned at 5:25 p.m.

Vaughn Poller, Chairperson