

MINUTES FOR THE WEEKLY MEETING OF THE COMMUNITY PARTICIPATION TEAM (CPT) ON THURSDAY, FEBRUARY 14, 2008 AT 4 PM IN BUILDING A CONFERENCE ROOM.

PARTICIPANTS:	<u>Staff</u>	<u>CPT Members</u>	<u>Absent CPT Members</u>
	Tammy Rosario	Bob Keith	Bill Spaller
	Melissa Brown	Tony Obadal	
	Jason Purse	Reese Peck	
	Leanne Reidenbach	Vaughn Poller	
	Jess Mackow	Rich Krapf	
	Renee Dallman	Susan Sullivan-Tubach	
	Terry Costello	Marilyn Taylor	
	Christy Parrish	Charlotte Hubbard Jones (via telephone)	
		Jack Haldeman	
		Joe Sells	
		Tom Fitzpatrick	

- ◆ Mr. Poller opened the meeting with a request to approve the minutes from the previous meeting. Mr. Fitzpatrick had one correction. Mr. Keith made a motion to approve the minutes with a second from Mr. Krapf. In a unanimous voice vote, the minutes were approved.
- ◆ Ms. Reidenbach spoke about the release of the website on February 12, 2008. Information will also be in the February/March FYI and another article in the Ship's Log concerning the Comp Plan update. She stated the trifold brochure will be updated by the graphic designer and she will email the committee members with the changes.
- ◆ Ms. Rosario mentioned the survey results and distributed the article that was in the Virginia Gazette.
- ◆ Mr. Keith stated that he was impressed with the presenters of the survey results and thought the presentation went very well.
- ◆ Mr. Krapf suggested that the committee become very familiar with the survey results so that committee members will have some authoritative references when making presentations.
- ◆ Mr. Keith questioned the fact that the size of the survey was one-half of the number that was surveyed in 2001.
- ◆ Ms. Rosario answered that it was a cost cutting measure, and that staff had a high level of confidence in the survey.
- ◆ Ms. Dallman mentioned that the televised version of JCC 102 will be beginning to run on Channel 48 on February 25th and will run several times.
- ◆ Ms. Brown stated that the Community Conversation dates will be April 1st, April 14th, April 17th, and April 24th.
- ◆ It was decided by the committee to meet on April 3rd but due to the Community Conversation dates the committee would not meet again until May 1st.
- ◆ Ms. Rosario stated that the attendance for the Community Conversation meetings averaged 40, with some being around 65 and some being around 20. She also

stated that typically the advertisement will be in the newspaper 1-2 weeks before the meetings.

- ◆ Ms. Reidenbach stated that staff will have a proof of the advertisement by February 28th.
- ◆ Mr. Keith suggested using public radio.
- ◆ Ms. Dallman stated that was a definitely possibility. She said it was fairly easy to do, just record an advertisement and the station plays it on a constant basis.
- ◆ Ms. Taylor said she was volunteering at the public station WHRO, and that she would look into doing some kind of promotion with them concerning the Comp Plan.
- ◆ Ms. Mackow asked for time frames to send out letter and flyers to agencies such as the United Way.
- ◆ Mr. Poller suggested sending flyers out now to any organizations on file.
- ◆ Ms. Brown stated the intent of the flyers is for organizations to then maybe enclose them in their own mailings.
- ◆ Mr. Poller suggested CPT members follow up with their own contacts.
- ◆ Ms. Rosario also suggested listing the Community Conversation meeting as a possible CPT meeting in case there are issues that need to be addressed.
- ◆ Ms. Parrish asked for ideas about the locations of the listening stations. Suggested locations included theatre at New Town, Law School at William and Mary, Library, the Satellite office since they offer DMV services, Community Center, Human Services Building, during Planning Commission and Board of Supervisors' meetings, and School Board meetings. It was suggested to do manned and unmanned stations at the various locations.
- ◆ Mr. Fitzpatrick stated he would like to give presentations to the local high schools.
- ◆ Mr. Sells suggested maybe WISC or the Sports Complex on a weekend when sporting events are taking place.
- ◆ Ms. Sullivan-Tubach suggested church events. Ms. Parrish also mentioned that the comment box might be a good idea at churches.
- ◆ Ms. Parrish talked about the possibility of getting shirts with the logo for committee members for when they go out and do presentations. Committee members thought it was a good idea.
- ◆ Mr. Poller suggested committee members contact their community liaisons for organizations they may be involved with. He sees this as an ongoing activity.
- ◆ Ms. Rosario wanted the committee to keep in mind that they have limited resources so it would be the committee's decision on which groups to include. She stated that the CPT member's role is to be the listener and receiver of information.
- ◆ Mr. Fitzpatrick expressed some concern that certain groups may expect the CPT member to solve their issue or problem.
- ◆ Ms. Parrish answered that the CPT member should encourage attendance at the Community Conversations when they come across an individual or group with strong opinions.
- ◆ Ms. Rosario encouraged members to contact groups with which they are affiliated.
- ◆ The committee then reviewed the JCC 102 presentation and changed/removed slides to condense the presentation.
- ◆ Mr. Poller stated he knew that some sections are required for the Comp Plan, and

asked whether it was possible to add others.

- ◆ Ms. Rosario answered that sections such as transportation and housing are required but that it was possible to add others.
- ◆ Ms. Brown stated that Ms. Dallman will be giving training to the committee members on giving presentations.
- ◆ Mr. Krapf asked that all proxies get information on the committee's business.
- ◆ Ms. Parrish assured him that staff would take care of this.
- ◆ Ms. Mackow asked whether the committee wanted to include children on their invite list.
- ◆ Ms. Rosario stated that during the last update middle and high school students were included.
- ◆ Mr. Poller suggested daycare may be a good idea at some of the Community Conversation meetings.
- ◆ Mr. Fitzpatrick commented that August might not be a good month to hold meetings being that school is out and family schedules.
- ◆ Ms. Rosario stated that due to the timeline August could not be avoided as a time for meetings. Mr. Keith stated that maybe attendance would be good since that month the second round are scheduled and those meetings are more topic orientated.
- ◆ Mr. Krapf made a motion to adjourn with a second from Ms. Taylor.
- ◆ The meeting was adjourned at 5:40 p.m.

Vaughn Poller, Chairperson