

MEMORANDUM

TO: TPB Citizens Advisory Committee

FROM: John Swanson
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SUBJECT: TPB Participation Program ideas for FY2009

DATE: May 8, 2008

The TPB's new Participation Plan, which was approved last December, calls upon the staff of the Department of Transportation Planning (DTP) at COG to develop an annual program that will lay out steps for implementing the goals of the plan. This Annual Participation Program will be designed to fit within the broad parameters and budget for public involvement that are already established in the TPB's work program, which is known as the Unified Planning Work Program (UPWP).

Listed below are some tools that we already use, some recent improvements we have made, and some planned or potential activities that we might pursue in the upcoming year. At the CAC meeting next Thursday, we would like to discuss this list and any additional ideas that you might have.

POTENTIAL ELEMENTS FOR INCLUSION IN THE TPB'S FY2009 PARTICIPATION PROGRAM

I. Procedures

Existing/Ongoing

- Public comment at TPB
- Official public comment during formal CLRP/TIP review
- Notice of public meetings

Recent Improvements

- TPB Participation Plan (adopted December 2007)
- Online public comment improvements

Planned or Potential Improvements for FY09

- Develop an annual Participation Program
- Provide written acknowledgement/responses to public comment
- Improve online public comment opportunities

II. Structures

Existing/Ongoing

- Citizens Advisory Committee
- Access for All Advisory Committee
- Other TPB committees
- Committees at COG

Recent Improvements

- CAC application process (Fall 2007)
- Improved CAC member orientation

Planned or Potential Improvements for FY09

- CAC leadership development
- Improve efficiency of CAC business
- Create opportunities for interaction between CAC other similar committees at COG
- Ensure the needs and interests of the Access for All Advisory Committee are met.

III. Website/Documents/Publications

Existing/Ongoing

- TPB webpages, including:
 - What's Happening page (the Transportation homepage)
 - TPB meeting materials
 - The CLRP webpage
 - Public comment webpage
 - other
- TPB publications
 - TPB News
 - Region magazine
 - Annual CLRP brochure
 - Special publications, including Citizens Guide, What If brochure, etc.
- TPB official documents (mailout and handout items)

Recent Improvements:

- TPB News: new design, new content, more timely
- Website improvements

Planned or Potential Improvements for FY09:

- Short brochures or pamphlets on topics such as:
 - TPB overview
 - Abridged Citizens Guide
 - Overview of key TPB issues
- Flash presentations for the web, potentially including:

- “Understanding Density” (presentation developed for the TLC program)
- Scenario Study presentation (similar to presentation used in outreach)
- “The Transportation Development Process: Assembly Line or Sausage Making” (presentation used for Community Leadership Institute)
- Additional website improvements
- Translate brochures into Spanish and other languages.

IV. Public Meetings

Existing/Ongoing

- Forums on the Regional Mobility and Accessibility Study (official round of outreach was completed in summer of 2007, but presentation is still occasionally given)

Recent Improvements:

- Forums on the Transportation Improvement Program (TIP) (Oct 2007 & May 2008)

Planned or Potential Improvements for FY09:

- Conduct a Forum on the TIP in September that will be designed to provide citizens with information about how to get more fully engaged in programming decisions that will occur in the fall and winter at the state and local levels.
- Develop a new round of public outreach for the spring of 2009 as part of the TPB’s new Scenario Study activities.
- Conduct focus groups as a way to identify and incorporate the concerns of the general public into the planning process (the “Interested Public” as defined in the TPB Participation Plan).

V. Trainings

Existing/Ongoing

- Community Leadership Institute
- Other occasional training activities (eg, presentations to AARP)

Recent Improvements

- A new interactive training module on transportation decision-making was incorporated into the Community Leadership Institute in April 2008.

Planned or Potential Improvements for FY09

- Conduct periodic sessions of the Community Leadership Institute (CLI).
- Assist CLI alumni in connecting knowledge with action.
- Determine how/whether training activities can help the public understand where they can get answers and how to ask better questions.
- Develop materials that community groups can tailor and use themselves for their own activities and “on their own turf.”