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JIM RILEE
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MARGARET NORDSTROM
Executive Director

MEMORANDUM

To: RMP Update Committee
From: Margaret Nordstrom, Executive Director
Subject: Record of RMP Update Committee Meeting of July 15, 2015
Date: August 4, 2015

The RMP Update Committee met on Wednesday, July 15, 2015 at the Highlands Council office in Chester. Committee Members present: Council Chairman Rilee (on phone), Committee Chair Alstede, Member Vohden, and Member Sebetich.

Highlands Council Staff Members present: Margaret Nordstrom, Chris Danis, Judy Thornton, Corey Piasecki, Carole Ann Diction, and Annette Tagliareni.

Also present via phone: Lisa LeBoeuf, Assistant Counsel

Committee Chair Alstede called the meeting to order at 1:08pm.

The following topics were discussed:

Fiscal Impact Assessment (FIA)

Ms. Nordstrom reported that Steve Gunnells, for health reasons, is unable to attend Council's July 16th meeting to present the second phase of the Fiscal Impact Assessment, the "Demographic and Real Estate Analysis."

Committee Chair Alstede asked if Mr. Gunnells has a back-up associate. Since this news was received just a few days ago, staff needs to have a conversation with Mr. Gunnells to find out the status of the FIA. Ms. Nordstrom added that moving forward an outline was created for the committee.

Monitoring Program Recommendation Report

Indicators

Staff expects to receive the draft indicators back from RPA shortly.

Public Comment Web Portal

Prior to returning the draft indicators list to RPA, staff compiled indicators from the comments received through the web portal. Staff plans to respond to the comments received over the Summer.

The web portal will reopen for 30 days at the same time the public outreach sessions (North, Central, and South regions) are held (late Fall/early Winter) to gather comments on the draft indicators and milestones.

Technical Advisory Committee Meetings (TACs)

Staff reported that the TACs will receive the proposed indicators and data sources in early October, prior to the first TAC meeting.

The second TAC meeting will be held in early Spring 2016. At this time, the final indicators and analysis will be presented, and all indicators will appear in an appendix and may not be analyzed.

Committee Member Vohden asked if all indicators will be listed. Ms. Nordstrom responded that staff will keep track of all suggested indicators, some will be grouped, some will stand alone, and some will not be used, but will remain in the database and coded that the indicator is not being used and why it is not being used. Based on the second TAC meeting, revisions will be made as needed before presenting a Draft Monitoring Program Recommendation Report to the committee and then to Council for consideration, at which time the web portal will reopen again and public outreach sessions will be held.

Public Outreach Sessions

The public outreach sessions will be scheduled late Fall/early Winter. The meetings will be a round table format for dialogue purposes.

Committee Chair Alstede asked what the status is regarding the TACs resume collecting, review, etc. Staff responded that a letter has been prepared, all email addresses have been gathered, and we anticipate the invitation will be sent sometime next week.

The next committee meeting is tentatively scheduled for either September 9th or 16th at 1:00pm.

The meeting was adjourned at 1:42pm.