

Meeting Minutes
Sustainable Communities Planning Grant
Meeting of the Coordinating Committee of the Consortium
Tuesday, September 25, 2012 10:00 a.m. to 12:00 pm
H-GAC Conference Room A, Second Floor

MEMBERS AND ALTERNATES OF THE COORDINATING COMMITTEE IN ATTENDANCE:

Blueprint Houston, Martha Murphree
City of Houston, Amar Mohite
Fort Bend County, Ron Drachenberg
Gulf Coast Economic Development District, Chuck Wemple
Houston Advanced Research Center, David Hitchcock
Harris County, Christy Lambright
Houston-Galveston Area Council, Jeff Taebel and Cheryl Mergo
Houston Tomorrow, David Crossley
Local Initiatives Support Coalition, Amanda Timm
METRO, Monique Ward
Montgomery County, Joanne Ducharme
Waller County Economic Development Partnership, Harvey Laas

Also in attendance (based upon sign-in sheet available at the meeting and meeting participation)

Toni Candis, Harris County; Anita Hollman and Anna Sedillo, City of Houston; and Melissa Bain, Rodney Bradshaw, Meredith Dang, Andrea Tantillo and Chelsea Young, H-GAC.

1. Regular Business – Call to Order

Chuck Wemple, Coordinating Committee Chair, called the meeting to order at 10:05 a.m.

2. Certify Quorum

Less than 51% of the member entities were present. There was no quorum of members at the meeting.

3. Public Comment

No public comments were made.

4. Approval of August 28, 2012, Meeting Minutes

Consideration of approving the minutes was deferred until a quorum of members is reached.

5. Workforce Report Card (Presentation)

Rodney Bradshaw, Director of Human Services at H-GAC, provided a presentation on the Gulf Coast Workforce Board's "Workforce Report Card."

6. Case Studies (Discussion)

Jeff Taebel reported that during the September H-GAC Board meeting, Harris County Precinct 2 Commissioner Jack Morman requested that the scope of the case study for Harris County include a job training element. We are talking to the Commissioner as well as the Community Services Department to determine if the workforce element can be added to the transit/housing scope previously proposed. H-GAC staff anticipates presenting the amended scope to the H-GAC Board at a future meeting. The Board approved the other case studies as presented.

7. Sustainable Cities: The Business View (Presentation)

David Crossley of Houston Tomorrow provided a recap of the Sustainable Cities: The Business View event.

8. Alternatives (Discussion)

Meredith Dang presented an update on the alternatives – Current Course, Less Time on the Road, Greener Region and Competitive Workforce. We have created a survey to gauge public feedback on the tradeoffs that would be involved in moving toward the alternatives. H-GAC staff sent a draft of the survey to the H-GAC Board of Directors and members of the Coordinating Committee, Governmental Advisory Committee and workgroups to review and offer comments. We received 22 responses and made adjustments to the survey to reflect the feedback provided.

Next steps:

- Survey content has been sent out for translation into Vietnamese, Chinese (Cantonese and Mandarin), Korean and Spanish.
- Survey web site design and functionality finalization, including additional information about each of the alternatives, is under development.
- Survey website launch (October 8)
- Kiosks (4) will be rotating through the region – AECOM is identifying places for the kiosks to be located. AECOM has determined that it will be best if the kiosks are manned.
- H-GAC staff will provide e-mails that can be forwarded to various contact lists to take the survey.
- We will hold 10 to 12 targeted community meetings similar to those that were held during the first phase of the public engagement process. (October 15 – November 11)
- Survey ends (November 16)
- Throughout the survey duration, H-GAC staff will monitor responses to determine if we are receiving responses from across the region or if we need to increase awareness of the survey in targeted areas.
- Signature event to present the results of the survey is tentatively scheduled (November 30)

Discussion

We need to make sure the Coordinating Committee knows this is coming up and can forward the survey link to our contacts.

Can we ask the Governmental Advisory Committee members or H-GAC Board members to send the survey link to their mailing lists and constituents?

Elected officials are on the list of people who will receive an e-mail asking them to forward the survey to their contacts.

When the survey e-mail is sent, can we include “response requested” or something similar in the subject line to help with prioritization?

9. RPSD Timeline and Progress (Discussion)

Meredith Dang presented an overview of the tasks that have been completed, the tasks that are currently underway and the tasks that need to be completed regarding the Regional Plan for Sustainable Development.

Tasks completed

- Vision and goal setting
- Developing metrics

Tasks underway

- Compiling existing conditions report
- Scenario/Alternatives analysis
- Case studies

Tasks to be completed

- Develop implementation strategies (will begin in 2012 and continue into 2013)
- Develop regional prioritization for implementation strategies
- Develop the plan
- Plan adoption

Discussion

How with the regional prioritization process work?

The original idea from HUD was that we would actually get to the point where we would be identifying projects for funding. Because there is no funding for that associated with this project, it would be challenging to determine which projects could get funding. So we could look at existing funding mechanisms and see how those tie into the implementation strategies that come out of the plan. We could also look into new funding sources based on the implementation strategies. We want to come away with a path forward, as opposed to just a list of implementation strategies.

Will there be a selection process for the alternatives? How will people choose?

The alternatives are not structured for one to be chosen over another. There could be elements of all the alternatives that people are interested in pursuing. The survey is structured to get feedback on the tradeoffs associated with specific elements within the alternatives. What we hope to get out of the alternatives is not a “preferred alternative for the region” but identification of which strategies there would be a tolerance or a desire to pursue in the region.

How are we doing as far as the progression of the schedule in 2013?

We have a lot of work ahead of us and we are going to need continued support. The only thing we are behind on is the existing conditions report, and that should be ready by the end of month and launched with the alternatives. The implementation strategies for the region – What are the big ideas? What are the ideas across the transects? - will need to be developed quickly and will be complex.

We are going to need support after the plan is written. We will need a lot of partners on board. H-GAC will not be able to do that alone. We would like to see this plan become more than a plan and something that gets implemented and supported, not just by local governments, but also by non-profit organizations, civic groups, and members of the public.

What mechanisms are we going to ask for to get support? Will it be formal or informal? Will it be commitments for implementation?

We will need partners to help us get on the agendas of different organizations to present the plan.

What is timeline and process for developing the implementation strategies?

Some of the strategies will come from feedback from the alternatives survey, some will be identified through the case studies and some will come from the review of best practices from existing plans in the region. We will work with workgroups to develop these strategies but may also need more targeted focus groups for specific topics.

The development of the strategies will be a continuing process through the spring. We anticipate beginning work on the implementation strategies in December with analysis of the survey feedback and best practices. The case studies are scheduled to conclude in April.

10. Updates

Fair Housing Equity Assessment

Chuck Wemple presented the Fair Housing Equity Assessment update. The H-GAC Board approved the preferred consultant. The next steps will be to develop the scope and negotiate the contract. We are also working with the Kirwan Institute for some of the opportunity mapping portions. The fair housing advisory workgroup will meet sometime in October, and we will have another update for the Coordinating Committee at the October meeting.

Public Engagement

Meredith Dang reported that H-GAC staff will need the help of the Coordinating Committee to get a good response on the survey. Harvey Laas gave an overview of his experience at the Sustainable Communities Capacity Building Program in Omaha. The subject was working with local elected officials in rural settings.

Financial Report

Meredith Dang presented the monthly financial report, showing expenditures, balance and match and reminded Coordinating Committee members to complete their match forms and send them to Cheryl Mergo.

11. Other Business and Announcements

No other business was presented.

12. Announcements

No announcements were made.

13. Future Meeting Dates

October 23, 10AM
H-GAC Conference Room A, Second Floor
3555 Timmons Lane, Houston, TX 77027

November 27, 10AM
H-GAC Conference Room A, Second Floor
3555 Timmons Lane, Houston, TX 77027

December 19, 2012, 10 AM
H-GAC Conference Room A, Second Floor
3555 Timmons Lane, Houston, TX 77027

14. Adjourn

The meeting adjourned at 11:37 a.m.

QUESTIONS/COMMENTS:

Please contact Meredith Dang, H-GAC

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