

Sustainable Regional Planning

Coordinating Committee Officer Nomination Form

All nominees for officer positions must be members of the Coordinating Committee. To nominate an individual to serve as an officer, list the individual's name and organization in the appropriate officer position below.

You can nominate yourself for any officer position. Remember, terms are listed as single year commitments with no limits on how often a member can serve as an officer.

Chair: _____

First Vice Chair: _____

Second Vice Chair: _____

Your Name: _____

**Economic Development Technical Advisory Group-
Draft Metrics Including Additions and Changes Received from Members Following the Meeting**

	Goals	Metrics
Goal #1	Communities pursue resilient, adaptable, and diverse economies.	<ul style="list-style-type: none"> • Number of businesses created and lost (and analysis of factors and sizes) • Population trends/unemployment rate/underemployment • Local average wage vs. state or national wages • Review of codes (industry)/growth of high growth occupations • Define healthy and diverse/comparison opportunities vs. skills set • Property and sales tax
Goal #2	Increase education and skill attainment of the region's residents to establish a competitive, trained diverse workforce.	<ul style="list-style-type: none"> • Degree completion rate (high school graduate, community college, four-year college, post-graduate degree) • Vocational certification • Comparison of TEA report • Benchmark educational attainment vs. other regions • Increasing education and vocational opportunities for youth • Employment rate and mix for non-degreed residents

Goal #3	Business-friendly policies and infrastructure.	<ul style="list-style-type: none"> • Measure NAIC growth and loss rates • Investments in key infrastructure (utility, infrastructure, technology) • Percent of local budget for capital • Increases in key infrastructure • Permitting, incentives and taxation
Goal #4	The region's residents are able to earn a livable wage that promotes healthy and safe communities and families.	<ul style="list-style-type: none"> • County level cost of living/livable wage • Transect-based cost of living/livable wage • Quality of life index • Disposable income • Housing/transportation cost
Goal #5	The region's communities, businesses and individuals have access to a broad spectrum of educational, business, entrepreneurial, employment and investment opportunities.	

Economic Development Technical Advisory Group Additional Information – General Comments Received from Members During the Meeting

Overarching Goal: “All goals apply equally to all residents regardless of income status, race, nationality, ethnicity, disability, or familial status”.

Economic Development TAG definition of sustainability – Education and public awareness leading to a trained workforce that is empowered to analyze and make choices, and who have the resources for long-term return on investment.

Other:

- Efficient use of resources
- Technology availability
- Barriers to entry for small business
- Distribution small business opportunities

**Transportation and Infrastructure Technical Advisory Group-
Draft Metrics Including Additions and Changes Received from Members Following the Meeting**

	Goals	Metrics
Goal #1	<p>Prioritize investments where people live and work by maintaining, leveraging, and coordinating existing infrastructure when making investments.</p>	<ul style="list-style-type: none"> • number of deficient bridges • lane miles of roadway identified as deficient • % of region with deficient ped/bike facilities • % of transportation funding going to new capacity versus existing • Transportation investments vs. population served: cost/user, transportation investment/capita or per acre, cost/mile <p>Additional considerations:</p> <ul style="list-style-type: none"> • Policy challenge: maintenance caps • Considering life-cycle costs

<p style="text-align: center;">Goal #2</p>	<p>Multi-modal transportation including transit, pedestrian, and bicycle use, become a larger share of all trips made in the region, resulting in cleaner air and healthier communities.</p>	<ul style="list-style-type: none"> • Multi-modal Level of Service • %, or population density, of people living within access to transit, including access by ped/bike • % of people located within x distance of a bikeway/trail or local low-speed street network • Mode share, % commute share by mode split (ped, bike, transit) • Per capita VMT • Energy/fuel use per capita • Air pollutant emissions reductions • % of destinations (such as jobs) accessible within a certain travel time, % of destinations accessible with no more than 1 transit connection • Cost/person/mile • Measure ridership of modes, trips/day, frequency of transit <p>Additional considerations:</p> <ul style="list-style-type: none"> • Making transit convenient, including by ped/bike
<p style="text-align: center;">Goal #3</p>	<p>The region's transportation and infrastructure investments provide strategic access, linking residents, jobs, education, services, and other amenities.</p>	<ul style="list-style-type: none"> • Reductions in delay/congestion, average time spent traveling, costs of time • % population within x distance of a park • % of new and redeveloped accessible by mode • Household + transportation costs (% budget/year spent) • Schools: % children that walk or bike to school, % of school budget spent on transportation <p>Additional considerations:</p> <ul style="list-style-type: none"> • Education/outreach on transportation options, mobility management • Use of impact fees

<p style="text-align: center;">Goal #4</p>	<p>Promote policies that coordinate transportation and land use and reduce the strain on resources.</p>	<ul style="list-style-type: none"> • Trip length by mode <p>Additional considerations:</p> <ul style="list-style-type: none"> • Coordinate funding among agencies (cities, counties, department of transportation) • Consider life-cycle costs of facilities • Identify the carrying capacity of the land • Coordinate development with ancillary development • Evaluate environmental and land value impact to surrounding businesses, parks and communities of fly-over grade separations vs. under-passes for both roadway interchanges and rail routes. • Have transportation infrastructure to sustain waste management
<p style="text-align: center;">Goal #5</p>	<p>Promote effective goods movement while improving quality of life for residents.</p>	<ul style="list-style-type: none"> • Cost of moving goods to consumers <ul style="list-style-type: none"> ◦ Analysis of if the costs are disproportionate to local communities ◦ Impacts from 18-wheeler traffic on neighborhoods. Data collected for incidents severity and cost of infrastructure deterioration • Breakdown of costs to the region • Evaluation of property value near an at-grade freight/passenger rail line vs. a trenched or tunneled line.

<p style="text-align: center;">Goal #6</p>	<p>The region has access to global markets and destinations.</p>	<ul style="list-style-type: none"> • Mode of access for passengers • Maintain airport connectivity and availability • % of households with internet access (internet as infrastructure) <p>Additional considerations:</p> <ul style="list-style-type: none"> • Measure impacts from 18-wheeler traffic on neighborhoods. • Incidents severity and cost of infrastructure deterioration. • Mishaps resulting from vehicles that are oversized for the streets they're traveling on.
---	--	--

11-29-2011

**Healthy Communities Technical Advisory Group-
Draft Metrics Including Additions and Changes Received from Members Following the Meeting**

	Goals	Metrics
Goal #1	<p>The region’s residents of all ages, are physically and mentally healthy and lead healthy lifestyles through access to quality and affordable healthy food, healthcare, aging services, and exercise.</p>	<ul style="list-style-type: none"> • Live within 2 miles of a grocery store that has healthy foods • Increase “Healthy homes” or “Medical homes” (one place to go and have everything a person needs) • Measure illness rates - diabetes, cancer, levels of obesity, heart disease, etc. • Measure school systems that provide healthy foods • Measure injury prevalence • Reduce/improve pedestrian accidents/conflicts • Measure disabilities – mental and physical health aspects • Measure/need for school health advisory committees (could go with Goal 1 and 2) • At what scale do we measure our communities? It seems too big, but maybe we could start with schools then neighborhoods, then move out from there? • Measure economic costs – degree to loss of work time; insurance claims; sustainable economic costs of health • Prediction metrics – example, diabetes in 30 years (or decrease diabetes rates in next 30 years) • Food - measure access, affordability, supply, grocery stores, farmers markets, etc. • Education - measure populations’ knowledge of food labels and what’s healthy or not • Metric: Number of educated on food labels • Number of fresh produce outlets per 1,000 residents • Number of schools with healthy food education

		<ul style="list-style-type: none"> • Measure availability of fast/junk food from a certain area/population • Measure growth of farmers in an area • Evidence-based practices - need data on this • Number of incentive programs to assist • Measure availability of healthy fast food places • Measure of walkable communities • Number of traffic lights with properly timed pedestrian crossings • “Special Districts” – get ped crash data, walkability index • Open space, walkability and safety • Access to parks/open space • Effective/access to transit • Effective/access to bike trails/facilities • Safe Routes to School program • Measure safe neighborhoods • Increase the number of neighborhood watches • Decrease in neighborhood crime • Number of people/income level and % of homeownership • Increase awareness of harmful chemicals in the home • Reduction of environmental health hazards (Goals 1 and 2) • Increase recycling services – including the availability and utilization of them • Number of voter registrations and voter turnout • Number of available community centers/civic clubs (measure by participation and/or enrollment) • Decrease number of hate crimes • Measure life-cycle jobs and homes - number of residents
--	--	--

		<p>that return “home”</p> <ul style="list-style-type: none"> • Measure generational continuity in a place • Reinvestment in existing communities • Neighborhood revitalization • Measure “out migration” of a community (Rural and urban) • “generational” wealth • Increase access to community gardens (Goals 1, 2, and 3) • Increase dog parks/amenities • Number of cultural appropriate parks • Number of youth groups that are aimed at preserving culture • Walkable community center in neighborhoods • Literacy rate • Incarceration levels (hopefully decrease) • Access and education • Look at current indicators • Reduction of poverty levels • Increase of graduation rates • Decrease the number in jail and mental health issues • Treatment centers
--	--	--

<p>Goal #2</p>	<p>The region's built environment promotes healthy communities, including affordable healthy housing and safe neighborhoods, walkable communities, and access to open space and recreational opportunities</p>	
<p>Goal #3</p>	<p>The region embraces its multicultural, historical, and natural assets to ensure that that its communities retain and/or enhance their unique context</p>	<p>Metrics identified as important to Goal #3:</p> <ul style="list-style-type: none"> • Number of cultural events • Amount of money invested in cultural events and organizations • Number of historical markers/landmarks • Increase awareness of cultural events • Under Metrics. Increase enrollment in foreign language classes

Healthy Communities Technical Advisory Group Additional Information – General Comments Received from Members During and After the Meeting

- **Overarching Goal:** “All goals apply equally to all residents regardless of income status, race, nationality, ethnicity, disability, or familial status”.
- [In reference to Goal #3 - The region embraces its multicultural, historical, and natural assets to ensure that that its communities retain and/or enhance their unique context] It could relate to Katrina and the influx of people. It could also show the relationship to place promoting a health community.
- Is it possible to have a goal about increasing opportunities for meaningful civic participation and increasing opportunities for non traditional groups or communities to have a voicemetric: number of civic association meetings; number of registered voters and number that vote;

**Housing Technical Advisory Group-
Draft Metrics Including Additions and Changes Received from Members Following the Meeting**

	Goals	Metrics
Goal #1	<p>Communities across the region have diversified housing stock that provides quality housing choice that meets the needs of the region’s population, including the needs of the elderly, disabled, and low income populations.</p>	<ul style="list-style-type: none"> • Number of new housing units • Number or percent of people living in sub-standard housing • Demographics – population, need for affordable homes, elderly • Number of homeless • Geographic location of housing and density around socio-economic neighborhoods (sources: permits, CAD, census) • Distribution of housing types • Units available to LMI based on type of housing, bracketed by income. <i>Look at people accessing and waitlisted existing low income housing programs, emergency home repair, down payment assistance, Habitat for Humanity</i> • Align supply with income levels • Number of housing units available versus population projections • Number of units for transitional/homeless populations, including transitional housing, shelters, etc. • Number of housing units that accommodate disabled/special needs populations. • Number of rental units for larger families (2, 3, 4 bedrooms)

<p>Goal #2</p>	<p>Increase access to equitable, affordable housing.</p>	<ul style="list-style-type: none"> • Number of areas and number of households with poverty or racial concentrations • Geographic distribution of affordable housing • Number of ordinances that prohibit rental housing • Number of ordinances that encourage or incentivize affordable housing within ¼ to ½ mile of major transportation connection nodes (like rail stops, HOV transit stations, bus transit stations, etc.)
<p>Goal #3</p>	<p>Housing, transportation, land use and infrastructure services and policies are coordinated to increase access to areas of opportunity, including: quality education, healthy food, and quality jobs to all region residents. <i>(Possibly split coordination and access.)</i></p>	<ul style="list-style-type: none"> • Access to transit options/mobility • Number of housing units close to transportation centers, X% LMI households • Number of households within X radius of grocery store • Number of housing units close to transportation centers, X% LMI households

<p>Goal #4</p>	<p>Increase durability, energy efficiency, health and safety of housing stock.</p>	<ul style="list-style-type: none"> • Number of changes to building codes and standards • Existing utility usage per capita, per household • Number of units above base flood elevation • Number of repetitive loss structures – increase or decrease • Incidents of lead poisoning • Units painted or repainted with low or no VOC paints and carpet • Number of ordinances protecting natural habitat that if built in could increase repetitive loss of structures (flood plain, coast, wetlands) • Crime statistics • Permit violators/repeat offenders of ordinances • Air quality of neighborhoods near industrial uses
<p>Goal #5</p>	<p>Maximize potential of existing neighborhoods.</p>	<ul style="list-style-type: none"> • Number of brownfield acres/sites for residential use • Number of infill sites repurposed for housing • Number of foreclosures • Number of tax delinquent properties • Number of dangerous buildings

<p style="text-align: center;">Goal #6</p>	<p>Maximize potential of new neighborhoods, while minimizing impact on natural resources (<i>second clause developed by staff based on workgroup input</i>).</p>	<ul style="list-style-type: none"> • Number of housing units built with walkable access to retail, education and transportation • Number of subdivisions connected to other subdivisions • Number of new housing units • Acres of coastal prairie, tidal and freshwater wetlands, upland and bottomland forests converted to development • Water quality data compared to baseline – total suspended solids, bacteria, etc. • Air quality data compared to baseline • Acres of prime farmland conversion • Water supply – increase in number of water rights acquisitions • Number of ordinances encouraging, incentivizing or requiring new subdivisions planned in a way to connect to existing and future subdivisions through (1) street design and through (2) bike paths, parks or other
---	--	---

**Housing Technical Advisory Group Additional Information –
Suggested Goals and Metrics Received from Members Following the Meeting**

Goal	Metric
Provide diverse housing opportunities that lead to mixed income neighborhoods	
Goal 3a (split coordination and access): Increase housing units that have access to areas of opportunity, including: quality education, healthy food, and quality jobs to all region residents.	<ul style="list-style-type: none"> • Access to transit options/mobility • Number of housing units close to transportation centers, X% LMI households • Number of households within X radius of grocery store • Geographic location of housing and density around socio economic neighborhoods (sources, permits, CAD, census) • Distribution of housing types • Number of housing units built with walkable access to retail, education and transportation
Goal 5: Strengthen existing residential neighborhoods by converting vacant, tax delinquent, dangerous or contaminated land into more productive uses.	

**Housing Technical Advisory Group Additional Information –
General Comments Received from Members Following the Meeting**

- There seems to be a lot of emphasis in the goals and metrics about new development. I think we need to have something more about using existing neighborhoods and housing units (multifamily or single family) and infrastructure.
- We'll have to be very careful how we define acres of farmland used for development, since rural communities will be sensitive to anything that smacks of steering growth toward the city and away from them.
- [In response to above comment] In reading the goals and metrics they all sound reasonable however I am having a fundamental difficulty in grasping why we are so much into the details when we have yet to develop the overall concept of what is a

“sustainable community”. This should give you some basis for my comment. We are after all tasked with coming up with a master plan of how we can responsibly grow over the next 20 to 30 years. To do so we must paint a picture of what that vision will look like. We must describe how we plan to achieve such a goal. The counties, developers, community leaders will want to be swept up in the vision which will then describe what steps can be taken to get there. Housing is the end of the line for all of us. It is where we rest our heads at the end of the day. We need transportation to get us home. We need places to work, learn and keep ourselves healthy within reasonable distance around us. Convincing others to desire the same goal is our main objective. This is what I see we are trying to achieve in this workgroup. I believe we have more work to develop this vision before we can begin to discuss how we are going to design a neighborhood that has equal parts walking trails and parks as it does homes and retail centers. Perhaps this vision is too out there for this group. I am curious to see what direction our group takes from the compilation of these comments. Sustainable communities are places where people want to live and work, now and in the future. While we have a responsibility to pay attention to those in the immediate need we have even more of a responsibility to insure for the future generations that we design/develop new communities that do not repeat the same mistakes. If we are to plan for the future then we must be visionaries and think broadly. We must plan where those working in the community can afford to live in the community. To do so will require smart planning, cost control, living within our means, not taking more from the land than we can put back, educating ourselves and making sure that we stay healthy. This is our goal. If we accomplish this then affordable homes will happen naturally, community gardens will supply the local grocery store, we will plant trees equal in number as those we take down and we will treat water as the precious resource that it is. Our community will flourish and so will the support services that support the community. Manufacturing will make the most basic essentials from locally resourced materials. Healthcare services will focus on preventative methods of exercise and healthy eating. Education will teach how to live more efficiently with the Earth’s resources. A utopian vision for sure but one that we should aspire to achieve.

•

Principle	Goal
1. Provide new housing with choices for new and relocating households.	A. Locate housing with access to or provide safe, reliable and economic transportation choices to decrease household transportation costs, reduce dependence on foreign oil, improve air quality, reduce greenhouse gas emissions and promote public health.
	B. Locate housing with access to or provide reliable and timely access to employment centers, educational opportunities, services and other needs of residents.

	C. Locate housing to support existing communities and maximize use of existing infrastructure including transportation, community services, flood control and recreation investments.
	D. Safeguard rural landscapes, wetlands, floodways and other sensitive areas.
2. Support existing housing neighborhoods and communities through preservation, revitalization and reconstruction.	A. Pursue strategies such as transit-oriented, mixed-use development, infill housing and land recycling.
	B. Invest in transportation options, improved infrastructure, improved schools, local recreation and public safety.
	C. Support neighborhood preservation.
3. Promote equitable, affordable housing.	A. Expand location and energy efficient housing choices for people of all ages, incomes, races and ethnicities.
4. Enhance unique characteristics of rural, urban and suburban neighborhoods.	A. Invest in healthy, safe and walkable neighborhoods.

- In general it seems like the workgroup needs to take another look at the goals and metrics, after comments are compiled and everyone can see what was submitted. Since this is a work in progress I think it is worth taking more time to explore whether possible goals are missing and further think about other metrics that can be included. It may be worth having another meeting before February.

**Environmental Technical Advisory Group-
Draft Metrics Including Additions and Changes Received from Members Following the Meeting**

	Goals	Metrics
Goal #1	<p>The region’s ecosystem provides healthy and adequate water, air, soil and food resources for current and future generations of people, wildlife and other living things.</p>	<ul style="list-style-type: none"> • Measure and decrease waste of water • Water usage reductions • Water and potable water resources available to region / per capita • Number and/or diversity of migratory birds (tracking species loss) • Square footage of impervious surface in drainage basin and/or within the 100 year flood plain and/or across entire region • Number of streams removed from the 303(d) due to restored water quality. • Restore all streams to natural habitat (remove concrete). • Decrease Vehicle Miles Traveled (per capita / total) • Number of air and water industrial upsets • Organic matter content in soils • Commute alternative usage (and alternative mode trips) vs. single occupancy vehicle usage / trips • Subsidence and resulting flooding • Total acreage and location of natural and constructed wetlands • Fresh water inflow to Galveston Bay • Meet EPA National Ambient Air Quality Standards (NAAQS) and measure toxic releases to land, water and air • State air toxics rules • Increased “X” percentage of per capita water conservation and “Y” percentage water leak prevention

		<p>which leads to “Z” increase percentage of environmental flows toward streams, rivers and Galveston Bay.</p>
<p>Goal #2</p>	<p>The region preserves and incorporates natural areas and open spaces providing opportunities for current and future generations</p>	<ul style="list-style-type: none"> • Total acreage and/or percentage of connected wilderness • Percentage of farmland compared to total acreage within entire region / per county • Use of native vegetation within residential and commercial development • Decrease loss of native vegetation • Acres of brownfield development maintained as natural areas • Percentage of residents with access to outdoor recreational opportunities (within 10 miles / within a 10 minute walk) • Size / cover of urban and/or regional tree canopy • Percent of area/acres of development in storm surge areas • Open space acquired and/or preserved per capita • Access to natural areas • Access to local food sources • Percent of paved surface in 100 yr floodplain • Number of acres of conservation easements • Number of municipalities and local governments which adopt national park per capita standards for their goal to the amount of dedicated open space and parklands • Number of municipalities and local governments using regional conservation plans in development and redevelopment planning to promote the use of riparian, wetland, connection and other conservation goals for development's park dedication areas • Number of communities providing incentives (speed review and permit, infrastructure assistance, etc.) to developers to consider smaller lots, alternatives (LID), etc. for potentially larger dedicated open space,

		communal farm, etc
<p>Goal #3</p>	<p>Reduce consumption of non-renewable resources and promote the efficient use of renewable resources.</p> <p>(or)</p> <p>The region increases efficiency and conservation, reduces resource and non-renewable energy consumption and increases availability of renewable resources (supply and demand side).</p>	<ul style="list-style-type: none"> • Meet state energy efficiency goals • Number of / acres of conservation easements • Percentage of renewable energy • Energy consumption per square footage (based on vintage of property and age of existing structure) for commercial and/or residential buildings • Square footage of buildings that meet standards of existing certifications (e.g. LEED, ISO, SSI, ASHRE, Energy-Star) • Number acres of development that meets LEED ND standards • Number of acres of permitted LID developments • Usage of available incentives / funds for energy efficiency, weatherization • % of users choosing renewable energy options from

		service providers <ul style="list-style-type: none"> • acreage that meets Sustainable Sites Initiative (landscaping side of LEED)
Goal #4	Increase recycling, reuse and diversion of waste.	<ul style="list-style-type: none"> • Number / percentage of homes with access to single-stream recycling • Regional recycling rate • Regional diversion rate • Number of incidents of illegal dumping • Percentage increase in usage of natural wastewater treatment systems (e.g. polishing ponds) vs. mechanical systems • Percentage of users choosing renewable energy options from service providers • Acreage that meets Sustainable Sites Initiative (landscaping side of LEED) • Percentage of population within 0.5 mile boundary of waste dump. (Solid or hazardous)

**Environment Technical Advisory Group Additional Information –
General Comments Received from Members During and After the Meeting**

- **Overarching Goal:** “Increase education and awareness amongst the public; Track attitudinal changes of public to these issues”
- Be responsive to all areas of environmental health risks, and community education is a strong component for citizens’ participation hopefully with sustained funding support to resolve environmental issues at the community level.
- Train communities in recognizing diverse environmental health risk factors.
- Public services providing and communities receiving environmental services working hand in hand proactively using preventive measures to protect the environment, thereby minimizing reliance as possible on regulatory enforcement which often follows and strains budget strapped agencies.

- There are no specific state rules to make “state air toxics rules” viably clear -this needs to be narrowed to certain toxins consistent with specific health interests - as written in the table, it doesn't make sense or is not consistent with the present regulatory framework
- Regarding the metric “Reduce greenhouse gas levels to “X” level by “X” year” – *Does this apply to energy-related goal and/or waste-related goal?*
- **Other Environment Metrics**
 - Reduce greenhouse gas levels to “X” level by “X” year
 - Quantify impacts/results of increased education / outreach / awareness
 - Quantify value of ecosystem services and incorporate incentives to encourage desired usage

11-29-2011

Remote Webinar Feedback

- Provide Instructions before webinar regarding technical issues
 - o Such as “if at any time you get disconnected, please re-access by clicking the original link”
 - o The webinar was disconnected between 10:47 and 10:50
- Some signs or slides for webinar users
 - o Before starting, show agenda for the meeting or remaining time to the start
 - o When it ends, show a link for presentation materials and contact information for Q&A
 - o When a session is on break, show remaining time for a next session or indicate break
- Sound
 - o There was lot of noise and echo
 - o Recommend using an external microphone with a noise cancelling function or directly connecting meeting to room audio system with the laptop
- Video/Picture
 - o If it is possible, add video conferencing function (Gowebinar can support it)
 - o If not, show pictures of presenters or participants
- Chat/online discussion
 - o Would be helpful to have a monitor for webinar discussion section to chat and monitor users
 - o Webinar monitor would also help ensure all is okay and can respond to issues. For those that logged in, it seemed that no one was monitoring comments or ongoing sound problems

Prep Materials for Work Groups

- Have meeting materials and agenda available in advance for review
 - o For COH this is crucial, so that we may prepare our representatives

Working Groups Feedback on Format and Process

- General Comments
 - o Inconsistencies existed between workgroups, the formats did not seem to work well for housing, environment, urban and suburban
 - o More time is needed between technical working group meetings and transect group meetings to provide more time for refinement
 - o Provide all workgroup members with a digital roster and contact information of group members
 - o Transect groups should provide input beyond feedback on technical workgroup goals; transect groups did not develop their own goals
 - o Potentially use mind mixer to facilitate discussion within workgroups
 - o Introduction needed for workgroups
 - RSPD plan and process explanation
 - Reintroduction of purpose of the workgroup members
 - Provide a timeline which clearly points to where we are in the process
 1. Quick summary of previous meeting and what was discussed and accomplished
 2. Explain the point of departure for current meeting
 3. What is the goal of current meeting and what are the next anticipated steps
 - For transect groups expand discussion and give workgroup members the opportunity to add their own goals
- Specific Group Feedback:
 - o Housing

- Group lacked understanding on why they were there
- Discussion from group members quickly moved on to metrics without talking through the goals
- Not all comments from group were captured
- Goals need more refinement and expansion of housing topics
- Urban and Suburban
 - Discussion was limited to goals identified by technical workgroups, should include goals that may be missing
 - Discussion at times was stifled by arbitrary time limitations (Urban)
 - Dot exercise limited the discussion for the transects and did not allow for missed topics to be brought up
- Environment
 - Subject is very broad and may need to be broken out into small group sessions focused on different environmental topics
 - Not enough discussion was permitted on the goals despite multiple comments from workgroup members; more time is needed to develop goals
 - Some comments at the beginning of the meeting were not scribed
 - Goals presented to group seemed limited and missed the broad spectrum of topics under environment
- Next convening
 - Technical work groups should meet before February to refine goals before information is presented to the public
 - Transect work groups should meet before February to develop their own goals and give input on goals after they are refined by technical work groups
- Filling gaps
 - Assess attendance and develop an outreach strategy to keep all members engaged
 - Acknowledge the expert areas covered by work members present and which topics may be missing due to absences
- Involvement of CoCo in work group process and format
 - Form a subcommittee to work on meeting format, discussion items, materials, etc.
 - Workgroup products should be reviewed and approved by the workgroups and then presented to CoCo for review and recommendations

Next Step Questions

- How are the technical workgroup subcommittee meetings being managed?
- How are comments being integrated and consensus going to be reached on goals and metrics?
- When are the next expected meetings? What are the next steps for workgroups?
- Transect workgroup input on all technical workgroup goals, how is this going to be managed?
- How are the goals going to be used next?

Draft Schedule of Technical Advisory Group Meetings (Subject to Revision)

TASK	PURPOSE/ACTIVITIES	ESTIMATED DATE
Existing Conditions	Kick-off event: Welcome participants, provide background info on grant, process, public engagement opportunities, and preliminary existing conditions data. Exercises on definition of sustainability and opportunities and challenges	August 2011
Metrics Development	Develop initial set of potential metrics, provide input on initial existing conditions analysis	November 2011
Metrics Development	Refine metrics and develop proposed methodologies for metrics analysis (feasibility, data availability, challenges). Initial discussion of scenarios	February 2012
Existing Conditions, Scenarios	Summit meeting: Present final existing conditions report (includes metrics analysis). Discuss regional scenario inputs	May 2012
Scenario Development	Discuss modeling results of three scenarios and provide feedback on preferred scenario and any revisions recommended	August 2012
Implementation Strategies	Discuss preferred scenario results, brainstorm potential implementation strategies, identify list of best practices to include in best practice review	November 2012
Implementation Strategies	Discuss summary of public input and results of best practices review, recommend final list of implementation strategies	March 2013
Regional Priorities	Discuss potential funding sources, regional priorities, and evaluation criteria	June 2013
Implementation Strategies/Regional Priorities	Discuss proposed policy changes and priorities and provide recommendations on overcoming policy challenges	September 2013
Create Regional Plan	Review and provide input to draft Regional Plan for Sustainable Development	November 2013

Draft Schedule of Regional Transect Group Meetings (Subject to Revision)		
TASK	PURPOSE/ACTIVITIES	ESTIMATED DATE
Existing Conditions	Kick-off event: Welcome participants, provide background info on grant, process, public engagement opportunities, and preliminary existing conditions data. Exercises on definition of sustainability and opportunities and challenges	August 2011
Metrics Development	Discuss barriers, challenges, and opportunities for particular transect areas. Discuss initial set of potential metrics and provide input on initial existing conditions analysis.	November 2011
Metrics Development	Refine metrics for use in transect areas. Initial discussion of scenarios.	February 2012
Existing Conditions, Scenarios	Summit meeting: Present final existing conditions report (includes metrics analysis). Discuss regional scenario inputs	May 2012
Scenario Development	Discuss modeling results of three scenarios and provide feedback on preferred scenario and any revisions recommended	August 2012
Implementation Strategies	Discuss preferred scenario results, discuss barriers, challenges, and opportunities of achieving preferred scenario in transect area. Brainstorm potential implementation strategies, identify list of best practices to include in best practice review	November 2012
Implementation Strategies	Discuss summary of public input and results of best practices review, discuss appropriateness of recommended implementation strategies for transect areas	March 2013
Regional Priorities	Discuss potential funding sources, regional priorities, and evaluation criteria	June 2013
Implementation Strategies/Regional Priorities	Discuss proposed policy changes and priorities and provide recommendations on overcoming policy challenges	September 2013
Create Regional Plan	Review and provide input to draft Regional Plan for Sustainable Development	November 2013

TECHNICAL ADVISORY GROUPS

Purpose

The Technical Advisory Group's purpose is to:

- Provide expertise in the topic areas of transportation, housing, environment, economic development, and healthy communities
- Assist in the completion of grant workplan items by generating ideas and recommendations, identifying applicable best practices and research, and vetting and reviewing work products.
- Assist with outreach and promotion of the plan and its objectives

Work Products

The Technical Advisory Groups will:

- Provide data to help complete existing conditions assessment, including existing plans, studies, and baseline information
- Identify potential metrics for use in assessing sustainability
- Recommend proposed methodologies for metrics analysis (based on feasibility, data availability, technical challenges)
- Identify best practices to overcome any identified barriers and challenges and to build on identified opportunities
- Assess regional scenarios, recommend preferred scenario
- Recommend implementation strategies to accomplish goals of the plan
- Review recommendations and work products of other technical and transect work groups to ensure that ideas among the groups are shared and vetted by experts from a range of disciplines and geographic areas
- Draft criteria for regional prioritization based on expertise with programs and funding sources

Group Structure

There will be separate groups for the transportation, housing, environment, economic development, and healthy communities. Social equity will be represented within each group. There will be a core group of members selected by an evaluation team composed of Coordinating Committee members and approved by the Coordinating Committee.

To promote inter-group coordination at periodic intervals during the grant the groups shall meet together jointly. In addition, groups may provide updates at Coordinating Committee meetings.

Meeting Structure

Meetings of the groups will be in a facilitated workgroup format. H-GAC staff and/or Coordinating Committee members will be present at each meeting to provide direction. Committee's may designate a discussion leader.

Meetings will be open for attendance by the public, but groups will reserve the right to limit participation by the public to a designated period for public comment, if deemed necessary depending on the size of the groups and the tasks at hand.

REGIONAL TRANSECT GROUPS

Purpose

The Regional Transect Groups purpose is to:

- Provide a reality check on the differing needs of the region's urban, suburban, rural, and coast communities
- Assist in the completion of grant workplan items by generating ideas and recommendations, identifying applicable best practices and research, and vetting and reviewing work products.
- Assist with outreach and promotion of the plan and its objectives

Work Products

The Regional Transect Groups will:

- Provide data to help complete existing conditions assessment, including existing plans, and baseline information
- Identify opportunities, barriers, and challenges to sustainability for particular transect areas
- Discuss how metrics can be applied within transect area
- Assess regional scenarios, recommend preferred scenario
- Recommend implementation strategies to accomplish goals of the plan within transect area
- Review recommendations and work products of other technical and transect work groups to ensure that ideas among the groups are shared and vetted by experts from a range of disciplines and geographic areas

Group Structure

There will be separate groups for urban, suburban, rural and coastal transects. There will be a core group of members selected by an evaluation team composed of Coordinating Committee members and approved by the Coordinating Committee.

Groups may provide updates at Coordinating Committee meetings.

Meeting Structure

Meetings of the groups will be in a facilitated workgroup format. H-GAC staff and/or Coordinating Committee members will be present at each meeting to provide direction. Groups may designate a discussion leader.

Meetings will be held in locations that are relevant to the transect area. Meetings may rotate through the geographic area encompassed in the transect to maximize convenience and participation for group members. Additionally members may meet via electronic means, such as through webinars, teleconference, and email.

Meetings will be open for attendance by the public, but groups will reserve the right to limit participation by the public to a designated period for public comment, if deemed necessary depending on the size of the groups and the tasks at hand.

GAC Nominations November 28, 2011

Stacy Adams, Commissioner, Brazoria County (Stacy Adams)

Carolyn Bilski, Judge, Austin County (Carolyn Bilski)

Sylvia Cedillo, Commission, Waller County (Waller County Commissioners Court)

Ken Clark, County Commissioner, Galveston County (Ken Clark)

Steve Cote, Councilmember, City of Pasadena (Darrell Morrison)

Bobby Marshall, Councilman, Missouri City (Cynthia McConathy)

Delores M. Martin, Mayor, City of Manvel (Delores Martin)

David McCartney, Councilman, City of Baytown (Brandon Capetillo)

Andy Meyers, Commissioner, Fort Bend County (Todd Fontenot)

Lydia Montgomery, Councilmember, City of Huntsville (Jay Turner)

Timothy Paulissen, Mayor, City of League City (Mick Phalen)

Danny Pierce, Judge, Walker County (B.J. Gaines)

Diane Puccetti, Councilmember, City of Galveston (Joe Jaworski)

Susan Sharrouse, Councilmember, City of Pearland (Tom Reid)