Trailnet Vision Meeting

Committee:	**Public Input**
Date:	**May 17, 2017**
Time:	**8am to 9:30am**

Action Items:

1. Submit signed copy of conflict of interest form, planning lens agreement, photo release
2. Review Google drive folder
1. Fill in community member vacancies on committee
3. Review best practices guide/reading materials. At next meeting, we will reflect on articles and share personal experiences.
4. Select chair
5. Complete and share Trailnet vision survey
6. Select next committee meeting

Attendees:

	Name	Affiliation
Aaron	Young	East West Gateway Council of Governments
Annliese	Stoever	St. Louis Area Agency on Aging
Carl	Filler	City of St. Louis Mayor's Office
Craig	Schmid	City of St. Louis Department of Health
Dan	Guenther	City of St. Louis Board of Aldermen
Don	Roe	City of St. Louis Planning and Urban Design Agency
Emma	Klues	Great Rivers Greenway
Faye	Paige - Edwards	GirlTrek
Gary	Newcomer	Community Builders Network
Liza	Farr	Bi-State Development
Michele	Bildner	St. Louis County Department of Health
Paul	Sorenson	GoodMap
Stephanie	McClure	SLU College of Public Health and Social Justice
Grace	Kyung	Trailnet
Taylor	March	Trailnet
Kurt	Heischmidt	Trailnet (intern)

1. **Introductions**
    a. Participants participated in an impromptu networking activity where each member were asked to answer three questions. The answers were collated and discussed. Click here for a full list of responses from all of the committees.
    b. Trailnet staff will consolidate the information gathered to identify overall themes for major barriers and best assets before the next committee meeting.

2. **Facilitation Review & Draft Ground Rules**
    a. Trailnet staff explained their role as facilitators positioned to listen and move the conversation forward as we develop a master plan for the vision.
        i. Emphasized committee members as the experts who will help direct us in ensuring appropriate and equitable community input
    b. Handouts included the draft Ground Rules for consideration and approval at the next meeting. **Click here** to view handouts.
    c. Each committee will be color coded which can be found below:

Land Use = Green
Destinations and Routes = Orange
Design and Placemaking = Blue
Public Input = Pink
Funding and Governance = Yellow

3. **Public Input Committee Role**
    a. Participants share their opinions and expertise with the goal of developing a collective vision which includes recommendations on engagement metrics and ensuring equitable Public Input.

4. **Meeting Goal**
    a. Introduce the overall process and seek feedback on tools, methods and committee make-up. Trailnet presented an overview of their vision. **Click here** for slides.

5. **Planning Lens Agreement**
    a. The process will be guided by a planning lens that calls for the vision to be built for the long term, support an equitable St. Louis, support a healthy community, be a place that puts people first and contribute to a local thriving economy.
    b. Participants are asked to sign the **agreement** affirming their adherence to these principles as recommendations are developed.

Action Item: Sign planning lens agreement before next committee meeting

6. **Timeline**
    a. The master planning process is in between phases 1 and 2 of an 18 month process. For a diagram of the phases **click here**. Trailnet is convening committees and considering opportunities to bring all the committees together to share first drafts and seek cross sector input. As dates are selected, reminders and "save-the-date" announcements will be sent.

7. **Conflict of Interest Form**
    a. Reviewed and requested each committee members to sign. Any committee members with questions or reservations about signing the form were asked to meet with Grace for adjustments and clarifications.

Action Item: Sign conflict of interest form before next committee meeting

8. **Committee Structure Overview**
    a. Roles/Responsibilities
        i. Public Input - Guide public input process to equitable and clear collaboration
    b. May restructure some committees as we go along and see how they overlap.
    c. Communication Preference
        i. Email and google drive will be used
        ii. If you need other means of communication, let us know
            1. Two members (Liza and Michele) of this committee will need alternate communication. (Michele can use dropbox, Liza will likely need PDFs)

Action Item: Review Google Drive folder

9. **Committee Objective and Tasks**
    a. Make recommendations on public input ensuring the public engagement process is equitable and includes appropriate community members.
    b. Decisions to Make
        i. Approve public engagement survey questions
        ii. Approve framework and questions for defining public priorities
    c. Work tasks
        i. Review Public Input Plan
        ii. Monitor progress of public input plan implementation
        iii. Share public outreach opportunities with their network

iv. Identify how to share destinations/routes w/ community appropriately

d. Schedule
   i. 5 meetings before November and 1 meeting before April 2018
e. Who's Missing?
   i. Trailnet would like recommendations for community members who can join committees or be interviewed as stakeholders. Committee size is aimed for about 15 people.
      1. Public input could use another community member
f. Steering Committee:
   i. Steering committee members will comprise of the chair/co-chair of each of the committees.
   ii. Public Input Chair:
      1. Carl Filler is interested in co-chairing the committee
      2. Aaron Young is interested in co-chairing once a new staff person is hired.

Action Item:
1. Fill in community member vacancy on committee
1. Review best practices guide/reading materials. At next meeting, we will reflect on articles and share personal experiences.
2. Select chair

10. Survey Outreach

a. Trailnet survey open until the end of May. The survey is geo-coded and includes demographics including a measure for poverty. Trailnet's strategy is to target low response areas for face to face outreach and leveraging partners to share our survey.
b. Please take the survey and share with those you feel would like to share their input.
   i. Google drive folder has template emails and social media postings to use if needed.

Action Item:
1. Complete Trailnet survey
2. Share Trailnet survey with friends and organizations

11. Next Steps

a. Complete Action Items.
   1. Review Google Drive Folder link **here**
   2. Review Best Practices Guide/Reading Materials - At next meeting, we will reflect on articles and share personal experiences.

3. Select Next Committee Meeting based on feedback from committee and previous doodle poll.

12. Parking Lot Items

We may assign these items to other committees or discuss at a future date were identified.

a. Possibly change phrasing of “network of on-street protected bikeways and high-quality sidewalks” because it might sound like two separate ideas instead of one project
b. More pre-engagement in geographic areas
c. Hear more about face-to-face engagement
d. More engagement on “protected bikeways” top down planning concerns
e. What is the formal adoption plan when the plan is finished?
f. Data on why people want them (protected bikeways)