

NVTA Public Outreach Working Group (POWG) Meeting

June 17, 2013 at 9:30 am

PRTC - 14700 Potomac Mills Rd. Woodbridge, VA 22192

Meeting Agenda

Meeting began at 9:35 am

1. Introductions
2. Open House & Public Hearing June 20, 2013
 - i. Media Release-
 1. Will go out June 18.
 2. Mr. Nohe to approve
 - ii. Go over logistics and details for June 20-
 1. Ms. Quintana went over details of the public hearing, highlighting the layout of the open house and schedule. Identified volunteers to man corridor stations.
 2. POWG recommends inviting VDOT to have a table so that SYIP questions can be directed and answered appropriately.
 3. Monica to email PPT final presentation by 6/19- to be forwarded to city clerk to be loaded on laptop.
 4. Prioritize Speakers - Elected officials first.
 5. FFX Co staff to pick up and provide food and beverages for NVTA members
 6. PW staff to assemble public comment and do summary sheet. Also assembling Corridor binders
 7. Five binders of agendas and to be available to public for official meeting, print copies available upon request. All materials posted to web site, blue items to be posted on Friday June 21, 2013.
 8. Project description sheets and Maps are being finalized by FFX co staff and will be delivered on site.
 9. FFX Co staff to bring speaker sign-in sheets, speaker forms, directional signage, dais signage, FAQs and Fact Sheets.
 10. Meeting to be broadcast on Channel 12. Tech to be on site for any issues.
 11. Loudoun Co. staff will transcribe public hearing comments for the public record.
 12. PWC staff to bring clipboards.

3. Tentative July 24 Open House and Public Hearing—NO Open House, public hearing only.
 - a. Meeting date will be confirmed on June 20. July 24 is tentative until that time.
 - b. Update Meeting Materials (add July Date to FAQ's and comments forms for tracking)
 - c. Washington Times Ad July 10 & 17- clarify public comment cutoff dates (depending on confirmation of July 24 date).
 - d. Media – will likely be more interest since action on the projects may be taken.
4. Jurisdictional Open House Update
 - a. These have been going well. Loudoun, PWC, Alex and Falls Church have held public comment meetings.
5. Additional Media Releases
 - a. Discuss Ideas for media engagement
 - i. June 21, 2013 Media Release – PWC staff to draft. This should be brief and identify the next meeting.
6. Open Discussion – None.
7. POWG Meeting schedule- Next meeting to be held July 8 to allow time for guidance from PIWG.
8. Additional Staff Assignments and Future Agendas – Ms. Quintana outlined future projects that will include a web based managed web site and the development of other social media tools and communication materials depending on the outcome of the upcoming meetings.

Meeting ended at 11:45 am