

NVTA Public Outreach Working Group (POWG) Meeting July 8, 2013 at 9:30 am

PRTC - 14700 Potomac Mills Rd. Woodbridge, VA 22192

Meeting Agenda

1. Introductions
2. Follow up and After Action on June 20, 2013 Open House & Public Hearing and Jurisdictional Open House Update
 - a. Feedback – All authority members were pleased with the meeting. Media coverage and public feedback were overwhelmingly positive.
 - b. Recommendations – No recommendations for changes at this time. Things went well.
3. July 24 Public Hearing
 - a. Update Meeting Materials (add July Date to Comment Form and sign in sheets)- FFX Co. staff to update these materials and prepare for meeting.
 - b. Logistics
 - i. Set up – Please post in lobby the large Corridor Map along with one table of Corridor binders for display.
 - ii. Signage- same directional signage as for the last meeting.
 - iii. Materials- Pens, clipboards- to be provided by Coles District staff.
 - iv. Speaker Forms- FFX Co staff to provide.
 - v. Speaker sign-in- 3 staff volunteers for sign in table
 - vi. Volunteers- Staff leads for PIWG to stay at table with maps and binders
 - vii. Sign in – WMATA, PWC and LC staff.
 - viii. Channel 12
 - ix. Food & Beverages for NVTA & Staff- Coles District staff to organize.
 - x. Additional items? None.
 - c. Washington Times Ad to run July 10 & 17 – Ad vetted by counsel, PIWG leads and POWG. Goes to print July 10 & 17.
 - d. Media Outreach Discussion- Do some set ups prior to July 24 but concentrate on August follow up with media once votes are taken.
 - e. Additional Media Releases-
 - i. July 22 (public hearing);
 - ii. July 25 (project approval, bond list and bond validation suit?)- Bond validation suit has yet to be approved.
 - iii. Do FAQs for actions taken by the NVTA on legal actions as needed.
 - f. Use of QR codes for public info access moving forward- use sparingly and appropriately.
4. Assembly and organization of public comment -- Discuss Ideas for media engagement

- a. Provide matrix and whole e-mails/comment forms in bulk. – PIWG is populating this matrix with info. Staff will provide e-mails in bulk as well as the matrix.
5. Open Discussion
- a. Since NVTA web site is our main interface with public and place to provide access to info we need to update the site and this will require some financial investment and time to do. Ultimately the site needs to be able to be updated remotely through a web interface so that multiple staff members can update as needed.
6. POWG Meeting schedule
- a. Next meeting is scheduled for August 5, 2013 at PRTC. 9:30 am.
7. Additional Staff Assignments and Future Agendas
- a. POWG staff lead will follow up with volunteers and POWG members on assignments as needed between now and July 24.
 - b.