

**NVTA Public Outreach Working Group (POWG) Meeting MINUTES  
August 5, 2013 at 9:30 am**

**PRTC - 14700 Potomac Mills Rd. Woodbridge, VA 22192**

**Meeting Agenda**

1. Introductions
2. Follow up and After Action on July 24, 2013 Open House & Public Hearing and Jurisdictional Open House Update
  - a. Feedback – Public comment centered on “waiting to implement.” Written comments and comments from previous meetings urged moving ahead
  - b. Recommendations – Refine messaging and talking points; draft an Open Letter to address any outlying concerns if needed; draft new FAQ’s regarding TA 2040.
  - c. Next Steps – Meeting with VDOT to discuss mutual understanding of timing on project analysis criteria. Close coordination required on communication.
3. NVTA Web Site Update – Talk with Register.com to discuss change to a web based content management system. What is involved? Follow up.
4. Notification of Office relocation- Mr. Mason will meet with Mark Gibb tomorrow. Mason will provide the office relocation info when ready to be published. Make announcement when the info is approved. Coordinate with media release on John Mason.
5. Media Opportunities
  - a. Release regarding new location
  - b. Open letter response
  - c. John Mason - New leader new location.
  - d. Follow up with Bruce DePuyt on a September show opp. (regular monthly show).
    - i. Monthly “Ask the NVTA.....”
6. Open discussion – Discussed more detail on setting up an FTP site.
7. POWG Meeting schedule- NO meetings scheduled at this time. Will determine if meetings are required after September NVTA meeting.
8. Additional Staff Assignments and Future Agendas -- See above.