



meeting agenda

Team Meeting for CTP 2035 Public Participation Project

Date **10/15/08**
Time **9:30 – 11:30 p.m.**
Location **MIG Offices, Davis**

Participants

Nathan Smith, Del Deletetsky, Pam Korte, Laurie Waters, Ann Mahaney, Terri Bridges (Caltrans); Kerry Daane Loux, Nancy Kays (MIG)

9:30 – 9:35 a.m.
9:35 – 9:45
9:45 – 10:15
10:15 – 11:15

- Agenda review
- Project team and communication protocols
- Task order and budget review
- Strategies for Tasks 1-8: Identify details, due dates, responsibilities
 - Task 1
Caltrans to provide CTP 2035 document; upload is part of another task; schedule for availability of document and turnaround?
amount of editing and formatting envisioned?
 - Task 2
Source of data for document; agree on content and due dates.
 - Task 3
Source of data for brochure; agree on content and due dates.
 - Task 4
Discuss number of PAC meetings for MIG Attendance; tentative schedule for four review meetings; discuss outreach strategy
 - Task 5
Discuss and refine focus group strategies; set schedule for securing venues, dates, graphic support materials, screening questions, etc.
Discuss real-time webcasting.
 - Task 6
Discuss and refine outreach workshop strategies, electronic polling; set schedule for venues, dates, materials, CBO outreach, etc.
 - Task 7
Discuss document and web portal requirements.
 - Task 8