



**Steering Committee Meeting
January 14, 2011
Conference Room 12, City Hall**

MINUTES

Present: Jeanne Collins, Penrose Jackson, Mediha Jusufagic, Andy Montroll, Sara Osaba-Martinez, Joe Speidel, Lea Terhune, Jennifer Wallace-Brodeur, Wanda Hines, Larry Kupferman, Jennifer Green, Bill Keogh (guest and City Council President), Charlie Baker (guest, Chitenden County Regional Planning Commission)

Review and Approval of Oct. 15, 2010 minutes: Joe introduced the agenda and it was voted on and approved

Legacy Plan Update – and Regional Planning -- Process

- Charlie Baker described aspects of the HUD Regional Planning Award and described the proposed work with 27 players throughout the region to conduct regional and updated community plans. Work will include not only planning, and plan updates, but ultimately elements of implementation. This work illustrates both a national and local interest in regional planning and the link of sectors like housing and transportation with sustainability. A committee, including Penrose Jackson as co-chair, has been formed to assist and provide guidance to the overall process.
- Addresses issues in a regional way and connects cities and towns in finding solutions
- Data will inform the process, as will outreach to the community; the process will culminate in implementation of tasks
- Will need a comprehensive definition of sustainability, and to use the outreach process to both inform the community and also to ask what they think is important, weaving this together with and updating plans (such as the Legacy plan)
- Intent of the process is to feed into not only the public but many other already established organizations in the city
- The timeline to hire someone to help update the Legacy Plan is hopefully to select someone in early February to bring to the steering committee in March.
- The budget for the process includes nearly one million dollars of federal money as well as local resources (in-kind) of over one million dollars
- The Steering Committee can help with defining how we engage the public, including groups we want to reach out to and the use of avenues other than technology and the City Council
- Could create a list of people that already work together regionally
- The other federal program involved in this is the National Endowment for the Arts, which will hope to incorporate the arts into this process

Work Group Updates and Next Steps

Indicator and Monitoring Group (Sara, Gioia, Martha, Joe, Chip Sawyer) – Sara Reporting

- Group has been looking at the Legacy Plan goals to identify indicators that can be found readily and consistently (and not have to be paid for)
- Will desegregate data to show impacts across groups (may be white and non-white categories)

Website and Social Marketing (Lea, Mediha, Mina Brown, Christina Erikson) – Mediha reporting

- Met with several others to discuss the website and how to make it more accessible and easier for the public to read
- Right now we have inadequate access to manage and update the website but are working on getting access
- Considering options such as a link for a photo album for events

Peter Clavelle Award Team (Penrose, Joe, Kate, Melinda, Sara) – Penrose Reporting

- Goal is to create a concrete application process so that people can nominate award recipients
- Looking for a professional whose work contributes to the Legacy Plan.
- Plan to make the award at a joint Legacy and Neighborhood Night of Success event
- The information and application will be very transparent to make it a more open and broad process
- An award committee will go through the applications, make recommendations, and then the full body will ultimately decide on the winner
- Discussion of having the Steering Committee weigh in on the award process and guidelines

Neighborhood Night of Success and Legacy Town Meeting – Jennifer Green Reporting

- Hoping to combine the Neighborhood Night of Success and the Legacy Town Meeting into one big event; have looked a few possible dates and a venue (planning to hold it at Memorial Auditorium)
- Proposed dates are: March 30th or 31st
- Jenny Davis (CCAN) is going to use the NN of S award as an opportunity to recognize the City's committee volunteers and the many hours these people volunteer annually
- Jennifer and Jennie will work on how to get things organized, then form a group to help with this event
- Legacy nominees for the Clavelle Award could all be recognized at the event, similar to the way they are at the NN of S event

Opportunities for Steering Committee Collaboration

- UVM professor Tom Hudspeth may be a resource in the outreach process if he secures a sabbatical and a position as a Regional Center of Expertise
- Discussion on the work to identify gaps in the steering committee; this group has not met but may reconvene to continue their work
- Discussion about membership in the steering committee; used to be a mayor appointed group, but within the last few years we have begun adding people on our own, in part to address gaps in membership; a clearer membership process would be helpful, and Jen will look for existing by-laws
- Could set up a governance committee; Melinda, Jeanie, Linda, Wanda, and Lea volunteered to be a part of this committee

Next steps and Closing Remarks

- Jen: AARP is working on the Complete Street initiative there are a number of Burlington representatives that are supportive of the bill
- Sara: working with a group to help immigrants get full residency. They have identified hundreds of people who want to become full citizens but do not have the resources to do so. They are now setting up the “Road to Citizenship” to help with this process.
- Joe: Champlain Initiative is working towards technology access and healthcare
- Mediha: Working on a project with UVM Continuing Education to bring Bosnian high school students to do an exchange and then eventually connect with the Universities.

Please mark your calendar for our next meeting:

The next meeting is April 15th