

Metro | Agenda

Meeting: ATP Stakeholder Advisory Committee meeting
Date: Thursday, March 15, 2012
Time: 1:30-4:30 p.m.
Place: Room 501, Metro, 600 NE Grand Ave., Portland, 97232
Purpose: Kick-off Meeting: get to know each other and the work ahead
Outcome(s): Understand the project purpose and timeline; discuss desired outcomes and how to achieve outcomes; roles and responsibilities understood

- 1:30 p.m. Welcome from Councilors Rex Burkholder and Kathryn Harrington, Metro Council liaisons to the Active Transportation Plan, and Jonathan Nicholas, Chair of the Executive Council for Active Transportation
- 1:40 Introductions from SAC members
- 2:00 Project Overview – Lake McTighe and Discussion with SAC
Project objectives, timeline and milestones, background, SAC questions, comments. Refer to: Cover memo, timeline, scope of work, comments on scope of work, and Communication Strategy.
- 3:00 Success and Failures exercise and discussion – All
Members identify what will represent a successful project, and what will reflect failure.
- 3:15 Break
- 3:30 SAC Roles, Responsibilities, Decision Making - All
Refer to: SAC Roles, Responsibilities and Guidelines document, scope of work Task 1, and Stakeholder Communication Strategy document
- 4:00 Work Groups– All
Members come to agreement what Work Groups are needed and choose groups to participate in. Refer to: Proposed Work Groups document
- 4:20 Comments from the audience
- 4:30 Adjourn

Next meeting dates:

A Doodle Poll will be sent out for the next meeting.

SAC Work Groups meeting dates:

Dates TBD Work Group members; dates of meetings will be posted to the webpage and emailed to the SAC.

Mark your calendars: Oregon Active Transportation Summit, April 16-17 in Salem

Attachments:

Project binders with meeting materials will be provided at the meeting.

1. Agenda
2. Cover memo
3. List of SAC members and contact info
4. List of Project Staff
5. Project Scope of Work, Timeline and area map
6. ATP planning framework
7. SAC member comments on workplan
8. SAC roles, responsibilities guidelines – discussion draft
9. Proposed SAC Work Groups and assignment sheet
10. Stakeholder Communication Strategy – discussion draft
11. SAC member engagement memo
12. ATP Fact sheet and BRC “The Case for an Integrated Mobility Strategy