

Project Feedback Process Workgroup

Meeting Agenda

September 21, 2023

Page 1 of 1

Location: via Teams

Meeting ID: 235 043 198 336 **Passcode:** GhdfhA

Committee Members: (14 members, 8 = Quorum)

Dave Johnson – Co-Chair

Kurt Boyd

Marvin Doster

Lekha Fernandes

Bobby Forch, Jr.

Thomas Golden

Art McCluskey

Jeff Gonzalez – Co-Chair

Karen Mooseker

Mike Pellitteri

Irene Reyes

Linneth Riley Hall

Robynne Thaxton

Olivia Yang

AGENDA

11:00	Welcome & Introductions	Information
11:05	Approve Agenda	Action
11:07	Approve Minutes from July & August	Action
11:010	Establish\Draft a Group Charter (Scope-Intent)	Discussion\ Action
11:40	Pre-Education / Preventative Maintenance Approach	Discussion
12:00	Next Meeting Agenda	Discussion
12:30	Adjournment	

Action items from 7/6/2023 meeting:

1. Identify elements that should be included in the Workgroup Charter
2. Linneth will forward an example Charter to Talia to share with the greater group.
3. Olivia will add to the 3 Scope\Charter\Intent items.
4. Kurt & Dave (other members who have interactions with past members) will invite veteran CPARB members to next PFPW meeting to help inform on the history of the intent of PRC development.
5. Jeff Gonzalez will connect with Curt Gimmetstad to discuss his work on the Education Connection Meeting.
6. Talia Baker will send out a recurring meeting invite for the third Thursday of each month from 11am – 12:30pm.

Workgroup Parking Lot:

1. Who can stakeholders reach out to when they identify an issue or grievance? (*Clearinghouse, Discussion Forum*)
2. What are the steps to take once an issue has been identified?
(*1:1, contacting local trade association, bring to CPARB, use legislation changes only as a last resort*)
3. Who has the accountability authority? (*Auditor's Office? AG?*)
4. What are the metrics/issues? (*How/what to track*)
5. What are the consequences of not complying with the statute? (*Levels of Escalation: Delay in project\cert approval by 30-60 days? Attend CPARB meeting to report on how resolved issue/complaint?*)
6. What is the best way to educate the community? (*Best Practices, Lessons Learned, Education Conn. Comm. resources*)
7. How can the information regarding feedback\grievances and consequences of noncompliance be distributed?
(*Clearinghouse/Library of Issues for future reference if applicant comes back to PRC*)

Scope\Charter\Intent:

Pre-incident

Record keeping

Post-incident