

## Project Feedback Process Workgroup

Meeting Agenda

August 17, 2023

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**Location:** via Teams

**Meeting ID:** 273 397 223 486 **Passcode:** EGMEJ2

**Committee Members:** (14 members, 8 = Quorum)

Jeff Gonzalez – Co-Chair

Kurt Boyd

Marvin Doster

Lekha Fernandes

Bobby Forch, Jr.

Thomas Golden

Art McCluskey

Dave Johnson – 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	Establish/Draft a Group Charter (Scope-Intent)	Discussion
11:40	Workgroup Future Planning	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. Identify possible additional workgroup members and reach out to see if they would be interested in participating.
3. Linneth will forward an example Charter to Talia to share with the greater group.
4. Olivia will add to the 3 Scope\Charter\Intent items.
5. 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.
6. Talia will check in with Nancy Deakins on history of CPARB development of the PRC.
7. Talia will send out a Doodle Poll for the next 90-minute meeting with the intent of developing a monthly meeting schedule (afternoons, not 2<sup>nd</sup> Wed\Thurs or 4<sup>th</sup> Thurs).

### 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