

PAPILLION CREEK WATERSHED PARTNERSHIP



MEETING MINUTES

Communications Team Meeting

**November 6, 2007 – 2:00 PM to 4:00 PM – Small Conference Room
Natural Resources Center, 8901 S. 154th Street, Omaha, NE**

Attendants:

The following were in attendance: Laurie Carrette Zook (HDR), Phil Young (IMS), Steve Wolf (IMS), Kent Holm (Douglas County), James Kee (Omaha), Marty Grate (Omaha), Nina Cudahy (Omaha), Emmett Egr (P-MRNRD), Paul Woodward (P-MRNRD), and Marlin Petermann (P-MRNRD), and Amanda Grint (P-MNRD)

Purpose

A meeting of the Partnership Communications Team was held on the above date in order to discuss topics stated in the attached agenda.

1. Introductions

- Marlin Petermann (P-MRNRD) opened the meeting and an agenda and sign-up sheet were distributed. Marlin introduced Amanda Grint, the new Stormwater Management Engineer at P-MNRD. Everyone introduced themselves.

2. Watershed Studies

- *IMS Contract Amendment*
Marlin Petermann (P-MNRD) informed the group that IMS had presented the Partnership with an amendment and discussions followed on the additional fees in the amendment and also the remaining budget on the original contract. The contract amendment, of approximately \$28,000, was presented to account for additional work incurred on already completed tasks (\$20,000) along with a forecast of the additional fees needed to complete the project (\$8,000). Steve Wolf (IMS) presented explanations for the amendment and discussions among the group centered on eliminating some of the original scope in order for IMS to complete the project within the original budget. It was determined that there is approximately \$10,000 in remaining budget which will be used to carry out the public forum task in the IMS contract. The tasks to be eliminated from the original contract are assistance in forming an Advisory Group and assistance in setting up one on one meetings with individual stakeholders. In addition, IMS will cease work in setting up one on one meetings with public officials. The documents necessary to make scope amendments will be prepared by IMS and reviewed at the next Partnership meeting.
- *Advisory Group*
As previously noted, it was determined that an Advisory Group would not be formed as part of the Stage IV study. It was noted that the expertise and diversity among the Partnership members provides an equivalent benefit to the project.

➤ *1 on 1 communication*

Steve Wolf (IMS) informed the group that the 1 on 1 communications with public officials was approximately 2/3 complete. He indicated that the majority of the public officials are not well informed on the Partnership policies and he presented a concern that the talking points were not all being hit on during the meetings. Nina Cudahy (OPW) noted that a point should be made about the 2009 deadline for the watershed plan. Steve Wolf (IMS) agreed that this point should be added to the talking paper to indicate a sense of urgency. It was decided that the Partnership members would take on the role of calling the remaining 1/3 of the public officials to try to set up one on one meetings. Steve Wolf (IMS) and Phil Young (IMS) will provide the one on one list with information as to who is yet to be called and who has not responded to their calls.

Steve Wolf (IMS) noted that the Partnership members have been conducting a passive speaker's bureau and that perhaps the members should be more active in seeking out groups to present the Partnership information to. Phil Young and Steve Wolf (IMS) will provide any information that they have gathered regarding homeowners associations and community groups. The Partnership members will then take on the responsibility of that task.

➤ *Preparation for Public Forums*

Paul Woodward (P-MNRD) indicated that up to 10 locations are being considered for the January Public Forums. Laurie Carrette-Zook (HDR) and Steve Wolf (IMS) discussed the type of information that would be needed to finalize the Stage 4 final fact sheets and boards. They will work together to predetermine what form the data should be presented to IMS. IMS will then take that data and dress it up for the final sheets. It was discussed that the public forums should be advertised by news release and local publications. Phil Young (IMS) noted it might be effective for a Partnership member to contact the local publications 1 week prior to the public notice and do an interview on the Partnership and the upcoming forums.

3. Other Items of Interest

- Steve Wolf (IMS) noted that another community held an open forum on their web site that was modeled after an actual public meeting. Jim Kee (OPW) agreed that something like that could be set up on the Partnership's website. Jim also noted that he would add a segment to the website where community groups could request a speaker from the PCWP.

4. Next Meeting Dates

- The next full Partnership meeting is scheduled for Thursday, November 15, 2007 at 1:00 PM at the Douglas County Environmental Services Office.
- The next Communications Team meeting is scheduled for Thursday, November 29, 2007 at 9:00 AM at the NRD Office.

8. Adjourn

- The meeting adjourned at approximately 4:15 PM. An agenda, attendance list, and the handouts passed out at the meeting are available upon request.

Please contact Paul Woodward at 444-6222 regarding any questions or comments concerning these meeting minutes.