

**Meeting Minutes**  
**Sustainable Communities Planning Grant**  
**Meeting of the Coordinating Committee of the Consortium**  
**Tuesday, June 26, 2012 10:00 a.m. to 12:00 pm**  
**H-GAC Conference Room A, Second Floor**

**MEMBERS AND ALTERNATES OF THE COORDINATING COMMITTEE IN ATTENDANCE:**

Blueprint Houston, Joe Webb and Martha Murphree  
Center for Houston's Future, Donna Rybiski  
City of Houston, Mike Kramer and Amar Mohite  
City of Huntsville, Chandra Steinback  
Fort Bend County, Ron Drachenberg  
Greater Houston Builders Association, Maggie Yancey  
Gulf Coast Economic Development District, Chuck Wemple  
HARC, David Hitchcock  
Harris County, Mayra Bontemps  
H-GAC, Jeff Taebel and Cheryl Mergo  
Houston Tomorrow, David Crossley  
Houston Wilderness, Richard Cron  
LISC, Amanda Timm and Katy Atkiss  
METRO, Shaida Libhart  
Montgomery County, Joanne Ducharme  
NCI, Emiliano Herrera  
Sam Houston State University, Cheryl Hudec  
United Way of Greater Houston, Curtis McMinn  
UTMB, Alexandra Nolen  
Waller County Economic Development Partnership, Harvey Laas

**Also in attendance (based upon sign-in sheet available at the meeting and meeting participation)**

Melanie Racki, Blueprint Houston; Jared Briggs, Toni Candis, and Kelly Opot, Harris County; Amy Boyers, Meredith Dang, Andrea Tantillo, Amanda Thorin, Nicholas Williams, and Chelsea Young, H-GAC; and Michelle Padley, NCI.

**1. Regular Business – Call to Order**

Chuck Wemple, Coordinating Committee Chairman, called the meeting to order at 10:02 a.m.

**2. Certify Quorum**

At least 51% of the member entities were present, constituting a quorum.

**3. Public Comment**

No public comments were made.

**4. Approval of May 23, 2012 Meeting Minutes**

**Action:** Motion made by Mike Kramer, seconded by Ron Drachenberg, to approve the meeting minutes.

The Coordinating Committee approved the minutes as presented.

## 5. Goals, Objectives and Metrics (Multiple Actions)

Meredith Dang provided an update on the workgroup open house held June 12, 2012, and presented the list of draft goals, objectives and metrics that were refined following this day-long activity. Staff requested approval of the goals, objectives and metrics to continue with the planning process.

### *Goals*

**Action:** Motion made by Chandra Steinback, seconded by Joanne Ducharme, to approve the 15 goals for use in the planning process.

The Coordinating Committee approved the goals for use in the planning process.

### *Objectives*

Meredith Dang discussed the objectives that staff is recommending changing as a result of the workgroup open house. Coordinating Committee members discussed these changes.

**Action:** Motion made by Donna Rybiski, seconded by David Crossley, to approve the objectives for use in the planning process with the following changes:

- Replace objective regarding native plants and vegetation with an objective specifically related to water conservation and capture native plants and vegetation in strategies
- Replace objective regarding green infrastructure with one that tries better define it in a term that is more understandable or relatable to the public
- Define objective regarding efficient land use patterns in terms of using less land
- Remove objective regarding funding partnerships and capture that in strategies
- Remove objective regarding education and outreach regarding recycling and capture that in strategies
- Reword objective regarding vulnerable areas in a more affirmative way while maintaining the intent of the objective

The Coordinating Committee approved the objectives, with changes, for use in the planning process. Joanne Ducharme cast a dissenting vote.

### *Metrics*

Meredith Dang asked the Coordinating Committee to discuss their changes or concerns regarding the metrics which had been previously sent to the group. Coordinating Committee members discussed their concerns. Coordinating Committee members can continue to make recommendations throughout the planning process. Metrics will need to be refined for use in scenarios, but the document may continue to evolve.

### *Discussion*

It would be better to measure location of residents to a primary care facility rather than a trauma center.

We need to define what is meant by the term food desert. (This discussion led to consensus that for HUD's indicators food deserts referred to low to moderate income households in proximity to availability of fresh foods. While we can't change the HUD indicators, we can add a metric to measure the proximity to fresh foods of all households as well as low to moderate income households.)

The objective indicates that we will track average incidence of preventable diseases. Is that all diseases or is there a surrogate? (This will include diseases related to healthy lifestyles for which there is data availability, such as diabetes and cardiovascular disease.)

The number of Head Start programs might a better fit under an educational, rather than healthy community, goal. If we are discussing nutrition with this objective, we should use school lunch or other feeding programs.

We need to make sure mental health is included.

Can we get a list of where the deleted ones are going?

Can we get a list of acronyms?

**Action:** Motion made by Donna Rybiski, seconded by Joanne Ducharme, to move forward in the planning process with the process identified of having high-level, metrics measurement and use of the HUD indicators with specific wording and data to evolve through Coordinating Committee during the process.

The Coordinating Committee approved the motion.

## **6. Case Studies (Action)**

Meredith Dang presented information about the upcoming case studies. The call for partners will close on July 6, and an evaluation team is needed to meet the weeks of July 9 and July 16 to read and review the proposals. The group will need to meet and prepare their recommendations for case studies for the July coordinating committee meeting.

The following Coordinating Committee members volunteered to serve on the evaluation team: David Crossley, Joanne Ducharme, Donna Rybiski, Joe Webb, Shaída Libhart, Mayra Bontemps, Mike Kramer, Chandra Steinback, Alexandra Nolen, Emiliano Herrera, Cheryl Hudec and Chuck Wemple.

**Action:** Motion made by Amanda Timm, seconded by Joanne Ducharme, to accept the volunteers as members of the evaluation team.

The Coordinating Committee approved the motion.

## **7. Scenarios Discussion (Information)**

Jeff Taebel with H-GAC offered a presentation giving a general overview of what the scenarios, or alternatives, would include. These will include a current baseline compared with alternatives with changes in the environment, transportation, and jobs and education. The presentation will be offered at the Governmental Advisory Committee meeting in July for further input.

Timeline:

Alternatives presented to GAC on July 17

Alternatives and public survey refined from July 18 to September 30

Public event to present the results in the fall

## **8. Updates**

Chelsea Young presented the existing conditions report update. Coordinating Committee members provided feedback on the draft report. H-GAC staff continues to find new data and is working to find the best way to tell the region's story. A new draft of the report is scheduled to be available by the July Coordinating Committee meeting.

Amanda Thorin presented the public engagement update. Barbara Faga recommended that the region try to reach out to 1% of the population. The methods for reaching out include distribution, which includes the number of people who may have seen articles in the newspaper, heard ads and news stories on radio and television, and read mass e-mails; impression, the number of flyers we put in people's hands, the number of opened e-mails; and action, the number of surveys completed, the number of commenters on MindMixer, and the number of people who participate in Community Ambassador Team activities. AECOM, along with H-GAC staff and other volunteers, will be attending events across the region throughout the summer to promote public participation. A Community Training is also scheduled around the region for community members who are interested in learning more about public participation. H-GAC has also sent an e-mail out to Coordinating Committee and work group members asking for story ideas for Ttweak for video vignettes.

Chuck Wemple presented the Fair Housing Equity Assessment Update. Consultant teams proposed to work with the Coordinating Committee on this assessment. An evaluation team will score the proposals and bring a recommendation back to the Coordinating Committee during the July meeting.

Meredith Dang presented the monthly financial report, showing expenditures, balance and match.

## **9. Other Business and Announcements**

No other business was presented.

## **10. Future Meeting Dates**

No announcements were made.

## **11. Future Meeting Dates**

July 24, 2012, 10 AM

H-GAC Conference Room A, Second Floor  
3555 Timmons Lane, Houston, TX 77027

August 28, 10 AM  
H-GAC Conference Room A, Second Floor  
3555 Timmons Lane, Houston, TX 77027

September 25, 10AM  
H-GAC Conference Room A, Second Floor  
3555 Timmons Lane, Houston, TX 77027

## **12. Adjourn**

The Coordinating Committee voted to adjourn the meeting.

### **QUESTIONS/COMMENTS:**

Please contact Meredith Dang, H-GAC

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