



STEERING COMMITTEE MEETING # 10 ~ January 4, 2013, 9:00 – 11:00 AM
NFTA Board Room, 6th Floor, 181 Ellicott Street, Buffalo, NY

In attendance: Ben Bidell (Niagara County Economic Development), Bill Parke (OSP), Hal Morse (GBNRTC), Kelly Dixon (GBNRTC), Brenda Stynes (UBRI), Michael Ball (ESD), Laura Quebral (UBRI), Bart Roberts (UBRI), Darren Kempner (NFTA), Laura Smith (BNP), Matt Hartrich (BNP), Anthony Armstrong (LISC), Tom Dearing (Erie County) Duane Diggs (VOICE), Bill Smith (BNMC), James Morrell (NFTA), Bob Shibley (UBRI), Tyra Johnson (Daemen College/BlueSky Design)

1. Welcome & Introductions

- GBNRTC introduced Kim Minkel executive director of the NFTA
- Kim mentioned that 1RF shares values with the NFTA. The “sprawl without growth” type of development 1RF seeks to address has also been troublesome for the authority in that it leads to fiscal challenges. Buses have to be run to the suburbs to capture the entire population, but these buses do not contain enough riders and contribute to waste of the NFTA’s resources. Transit is infrastructure.

2. Community Congresses

- UBRI mentions that meetings are scheduled for January 29th 7-9 at Asbury Hall in Buffalo and February 2nd 2-4 at the Niagara Falls Conference Center in Niagara Falls. Format for meetings will be similar to PSC and LGC. Overview of process, data-supported rationale, more detailed planning framework, and vision and values exercise will be on the agenda. Additional detail will be added to presentation, as well as ways to stay engaged.
- Outreach for the event would use existing organizations and groups. Legal issues prohibit the use of individual email lists.
- A press release was being drafted and will be sent to print, TV, and weeklies.
- UDP will reach out to the editorial board.
- Committee Members welcomed Tyra Johnson, a new Steering Committee member
- Tyra mentioned that her business is involved in environmentally friendly building projects and green construction consulting.

3. Buffalo Niagara Partnership – Workshop Series

- BNP stated the event was taking place on Thursday, January 10th 8:30-11 at the HSBC Tower. The event focuses primarily on sustainable development. HUD has talked to one of the speakers about how to implement the sustainability plan. There are 106 attendees so far with a total capacity of 150. Registering beforehand is recommended, but walk ups will be welcome.



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- BNP would host several additional “technical meetings” – case studies. Subject matter experts will be at each meeting.
- The next event, which will be hosted in Niagara County, should be announced through an email sent out to the Steering Committee beforehand so they know about the event before the public
- The event will be placed on the Teamwork website
- Even as other events are going on, the importance of focusing on the Community Congresses was stressed
- After the 10th of the month, there will be a communication blitz
- Technical workshops will be held in late February early March
- There will be an opportunity for an introduction to 1RF at Jan 10th meeting
- Committee Members stated there was a need to not only engage service providers, but also major employers (university/hospital)

4. Website Launch & Other Communications Updates

- UBRI explained the website was still a work in progress, but it has basic content and ways to keep people engaged with the process. She stated it would be a soft launch initially, with opportunity for build out. Sustainability 101 case studies, data stories, and quizzes, which will actively engage people, will be developed. Members were asked to look carefully at the “About” section, for accuracy of steering committee member organization write-ups. There will be a tool to allow for online feedback for those that cannot attend Congress meetings – this broadens audience response. Planning library section allows people to see the plans that are informing the regional value and visions.
- Sustainability 101 on the website will act more as a blog – presenting engaging data stories and case studies.
- The idea of sharing stories to the Buffalo News was brought up, such as content similar to a Buffalo Rising-type article
- Navigation of the page is being enhanced to make it more user-friendly
- There may be options for a customizable home page – events, news, and wild card.
- For now, it was more important to give people an idea of what we’re doing and that other issues would begin to sort themselves out of the long run

5. Working Group Organization Update



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- The importance of deliverable driven working groups was stressed. They will need to create a clear time table to steer groups along. 1RF is about implementation – developing strong and actionable implementation strategies. Between meetings, information must be vetted, and then presented back to the working groups. The four areas of deliverables are: goals, implementation action areas, implementation steps, and indicators. Members of SC have to serve as chairs of working teams and must be in attendance at all meetings. There would also be “work stream” followers – someone not part of working team but who want their voice heard. Teams need to be manageable in size.
- Criteria for nomination to work groups:
 - Nominated by SC, PSC/LGC, key stakeholder or decision maker.
 - Subject matter expert with knowledge central to task
 - Contribute to balanced composition and diversity.Online form will be sent out this afternoon (1/4), nominations due by (1/25). Review of nominees and finalization at February meeting. Invitations sent out in early February
- Sending a summary of duties for working groups to let them know what is involved would be helpful
- An outline of work group member roles will be developed
- Committee Members stressed that the work groups are about getting something done and not just sitting around and discussing.
- The idea of formal vote on each nominee was brought up
- It was suggested that voting on groups rather than individuals, and adjusting during production would be an effective course. The working groups need to be flexible and membership should be able to be adjusted on the fly. Each team should shoot for about 20 individuals (though this will vary).
- Geographic balance would be a factor in selecting members for the working groups
- A description is needed for how this effort builds off other efforts and is not duplicative; there is possibility of confusion among the public with all the other initiatives going on – how do these plans all work together and how are they different?
- A timeline charting all these different initiatives and how they move the region forward was recommended. Reconciling economic development with a broader sense of sustainability was also mentioned. This could be resolved with fairly simple graphic – all efforts connected and working together
- A question was brought up as to who would be responsible for monitoring indicators and implementing the plan when resources are gone
- Ownership needs to be assigned to different groups with implementation road map –who, what, when, etc.



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- Even if it is not directly related to 1RF, government funding and support is a vital part of the initiative and was discussed by a Committee Member
- GBNRTC mentioned the benefits of preferred sustainability status which would give people 2 additional points for projects funded through HUD. This would put the region in an advantageous position for future funding opportunities.
- A Committee Member suggested for efficiency purposes, it would be important to figure out how working groups internalize their own work
- Committee Members also wanted to know what other groups are doing at this stage
- Long term capacity building is brought up. When implementation councils go away that capacity is lost. How can this initiative have long-term effects?
- Local dollars in federal projects was brought up – the plan will also broaden discussion about transportation funding
- Another Committee Member mentioned it would be helpful to have best practices on implementation from other regions to create specific talking points
- An update was given on the GIS subcommittee; there was a focus group with the REDC smart growth group to figure out what sort of data they would want to see – early February is when group will reconvene

6. Good of the Order

- An update was given on the portion of the plan relating to impediments for fair housing. By end of January, HUD will release a document offering a play by play of what they want included in the regional document. This will be forwarded on to other members when it is received from HUD
- There will be a number of smaller meetings coming up, and a running tally of events will be added to the website
- A proposal was made to move a meeting to Feb 8, to be able to report back on both Congresses. Venue will be decided at a later date.