

RCI Draft Committee Workplan

2010 Committee Meeting Topics:

January 2010: Committee determines the recurring time and monthly date of its meetings. Staff presents "state of the region" where available, information on trends, and other relevant data already on-hand. Committee discussion on what data is relevant to baseline indicators to assess the state of the region (and potential vision goals and objectives), and instructs staff on what additional data is necessary. Staff gathers input on what subject matter experts should be asked to address the committee.

February 2010: Staff presents data gathered. Committee discussion of indicators, additional data needs identified. Committee discussion on best available data.

March 2010: Draft indicators for Committee consideration. Draft provided to **BOD** for review.

April 2010: Presentations by members and subject matter experts begin. Staff report on additional data received.

May 2010: Presentations by members and subject matter experts. Staff report on additional data received.

June 2010: Presentations by members and subject matter experts. Staff report on additional data received. Final consideration of indicators. Report to **BOD**.

July, August 2010: Summer Break

September 2010: Committee consideration of results of community outreach and RCFC growth pattern preferences. Report to **BOD**. (BOD releases Baseline Metrics.)

October 2010: Work with staff on vision goals and objectives related to the committee's charge.

November 2010: Consider staff draft of goals and objectives.

December 2010: Committee draft of draft of goals and objectives. Report to **BOD**.

2011 Committee Meeting Topics:

January 2011: Committee discussion of vision image related to the committee's charge.

February 2011: Committee reaction to staff draft of vision image

March 2011: Committee draft of vision image. Report to **BOD**.

Other meetings with BOD as needed

September 2011: RCI Board presents vision to NEFRC Board

Committee Meeting Format:

Committees are asked to choose a recurring time and date for monthly (except as noted) meetings.

A NEFRC staff member will be assigned to each committee. Staff will schedule meetings as directed and produce bullet-point minutes. Meetings may take place at NEFRC, at other venues acceptable to the Committee, or by conference call.

Meetings will be as paperfree as possible. Data will be posted to a webpage available to the committee before the meeting. Staff reviews will be presented using PPT. Committee outputs will be posted after the meetings.

Each meeting will allow for the public to attend the meeting, and will include a public comment period. Instructions will be placed on the website on how the public may be included in conference calls. Conference call meetings must be set a month in advance.

Data Submission:

Staff will encourage data and information submission through the website. Staff will review and summarize data, and report to the committee. Committee will determine best available data, as related to indicators, and data and information that it considers important. This data and information will be posted on the website as background materials.