

Local Planning Process

DRAFT Charrette Agenda

Purpose: To engage the public to provide needed input and feedback on the draft local planning process.

- Increase Stakeholders' knowledge of the Phase 3 WIP process.
- Answer Stakeholders' questions regarding roles in the Phase 3 WIP process.
- Engage Stakeholders in the process to meet local planning targets.
- Provide an opportunity for Stakeholders to collaborate on a local planning process to ensure success.
- Provide an opportunity to identify key stakeholders to develop action steps at the local level.

Outcome: A local planning process that will be effective at the county level to develop action steps that will achieve desired outcomes and meet local planning goals.

Who to Engage: *TBD

Set-up: Large meeting space (tables, chairs) with area to set up workgroup/tech stations either in lobby or outside edges of room.

I. Welcome and Introductions (Agency Secretaries, 5-10 min each)

- Big Picture Message/Tone setting (no fault, all sectors important/needed – holistic approach)
- What's been done to date (talk through the "givens")
- What they can expect as the process moves forward
- We need you. We can do this. THANK YOU
- What you can expect today (overview, workgroup process, opportunities to talk to workgroups, opportunities to provide feedback, keep you moving)

II. The WIP Phase 3 Process (Workgroup Co-Chairs: 3-5 min, informal)

- ✓ Workgroup's mission and membership
- ✓ Work you've done to date and what comes next
- ✓ Your sector's role in addressing overall water quality needs
 - Forestry Workgroup
 - Storm water Workgroup
 - Agriculture Workgroup
 - Wastewater Workgroup
 - Funding Workgroup
 - Technical Support Group
 - Local Area Goals Workgroup
- Workgroup Co-Chairs
 - Role of the Co-Chairs group
 - Importance of collaboration across sector

- III. **Clarifying Questions: Visit Workgroup Stations with Co-Chairs and Members to answer questions, talk “one-on-one” and show available support.**
*** 7 Stations: 6 Workgroups + Technical Support**

LUNCH ?

IV. **Seek Input on DRAFT Local Planning Process**

Local Area Goals Planning Workgroup

- Explain the draft local planning process – use slides to tell the story
- Outline what is needed at the local level to meet the Phase 3 WIP planning targets.
- Reiterate importance of having local input to design a local planning process that is doable and will be successful.
- ASK Stakeholders to provide feedback on four (4) areas of the local planning process – briefly explain feedback needed in each area:
 - **Data/Resources: What should be added to the Toolbox for counties to be successful in achieving their desired outcomes/reductions toward the planning targets?**
 - **People: Who should be engaged in the local planning process to ensure success? What is needed to get them/keep them engaged?**
 - **Measures: How are you already tracking progress? What recommendations do you have for more effectively measuring and/or tracking progress?**
 - **Reporting: What recommendations do you have to effectively report progress to the PA DEP’s CBO? Feedback on EPA template**
 - ** Representation from each workgroup in each breakout area to listen, foster discussion, focus on input that is needed.
 - ** Each breakout area will have an outline of what is being asked and flip charts/markers to capture recommendations
 - ** Steering Committee Members (other than those in a breakout area) are welcome to float around the room, listening to recommendations/discussion.

V. **Wrap-Up and Next Steps (DEP Secretary? Nicki Kasi?)**

- Reiterate importance of having local input to design a local planning process that is doable and will be successful and THANK them for providing great recommendations for improving the Toolbox, inviting the right people to be involved, and measuring, tracking, and reporting progress.
- INVITE Stakeholders to take advantage of the workgroup stations and technology station to ask questions, see the technology available, talk to our technical supports and workgroup co-chairs.
- Outline Next Steps: What can stakeholders expect next?