



SPRINGFIELD MAIN STREET GOVERNANCE TEAM

Agenda: Main Street Safety Project - Planning Phase Kickoff Meeting

Date: June 5th, 2018 1-3:30 pm

Location: Springfield City Hall, Library Meeting Room

Meeting purpose:

- Formally kickoff the Planning Phase of the Main Street Safety Project
- Establish agreement on project purpose, roles and decision-making process

Schedule:

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| 1:00 PM | Welcome & Introductions | Governance Team Chair & Jeanne Lawson |
| | <ul style="list-style-type: none"> • Meeting Agenda & Purpose • Approve 5/8/17 Meeting Minutes • Endorse GT Protocol Modifications | |
| 1:10 PM | Springfield Main Street Safety Project Update | Molly Markarian & Jean Senechal Biggs |
| | <ul style="list-style-type: none"> • Project Overview • How We Got Here • Project Schedule & Key Milestones | |
| 1:25 PM | Project Purpose | Facilitated Discussion: Governance Team & Jeanne Lawson |
| | <ul style="list-style-type: none"> • Establish agreement on definition of project purpose • Expected Outcomes | |
| 1:50 PM | Decision-Making Structure & Partner Roles | Facilitated Discussion: Governance Team & Jeanne Lawson |
| | <ul style="list-style-type: none"> • Review Decision-Making Graphic • Clarify team and partner agency roles • Communication Protocols (Internal/External) | |
| 2:30 PM | BREAK | |
| 2:40 PM | Public Involvement Overview & Discussion | Shareen Springer Governance Team & Jeanne Lawson |
| | <ul style="list-style-type: none"> • Goals & Purpose - Public Involvement Plan • Public Involvement: <ol style="list-style-type: none"> i) Key Issues ii) Target Stakeholder Groups iii) Input on Key Messages | |
| 3:20 PM | Next Steps | Molly Markarian & Jean Senechal Biggs |
| 3:30 PM | Close | Governance Team Chair |

The meeting is open to the public to attend. No oral public comments will be taken at the Governance Team meeting. Please submit comments via the project website at <http://ourmainstreetspringfield.org/feedback/>.

The meeting location is wheelchair-accessible. For the hearing-impaired, an interpreter can be provided with 48 hours’ notice prior to the meeting. For meetings in the Council Meeting Room, a “Personal PA Receiver” for the hearing impaired is available, as well as an Induction Loop for the benefit of hearing aid users. To arrange for these services, call 541.726.3700.