

Caltrans D3 CSMPs Stakeholder Consensus Facilitation Project
Team Meeting Summary
July 30, 2008
1:00 – 3:00 p.m.
Marysville Office

Participants: Arthur Murray, Rick Helman, Marlo Tinney, Jeff Pulverman, , Will Schilling, Bruce DeTerra, Cassandra Eaton, Nicholas Deal, Nieves Castro, Sukhvinder Takhar, Susan Zanchi (Caltrans D3), Ed Philpot, Aaron Cabaccang (Caltrans HQ Planning, both by phone); Nancy Kays (MIG).

General

- Printing specifications for all graphics will be placed on the MIG FTP site so that Caltrans can print in-house.

Process Graphic

- Nancy will have it made into a presentation board, for use at meetings.

Brochure

- MIG is having 200 brochures printed and sent to Bruce.
- Nancy will have the specifications sent to Dan Compson, the D3 printer in Marysville, to make sure that additional copies can be successfully printed in-house.

I-80 Working Paper 1

- This is almost completed, one last photo is needed [this was sent by Rich Helman after the meeting].
- Again, this will be tested for whether in-house printing will work.

Other Working Papers

- Working Paper 1 for SR 49 and SR 65 are being formatted in InDesign. They still need maps and photos, however.

Photos

- Will Schilling will take more photos on Monday, August 4. He needs a list of what the corridor managers need.
- The corridor managers need to inventory what exists in Caltrans archives that is usable for their working papers. Photos must be at least 300 dpi (3-4 MB) in resolution.
- Ed Anderson in HQ photo department will be able to help find photos.

Maps

- Ron Hall will be back on August 8, and corridor managers need to work with him to get maps loaded onto the FTP site.
- Some of the maps will be JPEG and used "as is."

U.S. 50 Newsletter

- Nieves will finish up the text and Nancy will have the newsletter formatted for all to see. It's the first one, and a template for the rest.
- The next newsletters to be produced will be I-80, then SR 99N (Chico), and then SR 49.

CSMP Website

- There have been some problems with the RSS feed (see subsequent e-mail from Nancy)
- D3 staff will work on features for the website, but they are lower priority.

Schedule

- Jeff passed out the latest CSMP Deadlines, which Nieves subsequently updated after the meeting with U.S. 50 dates.

Focus Meetings

- The group decided that the next step would be to hold 3 geographically-based focus meetings in mid-September: at PCTPA to cover corridors that are in Placer County, at SACOG for Sacramento/Yolo corridors, and at Folsom City Hall for El Dorado County corridors.
- Nancy will arrange for rooms at these locations, preferably for Sept. 16, 18, and 23, for 2 hours each.
- Planning for the focus meetings will take place at the next core team meeting on August 19.
- The objectives for these meetings will be:
 - Explain where we are with the CSMPs
 - Review the networks
 - Review the list of challenges listed in Working Paper 4
 - Solicit input on the CSMP strategies
- The meetings will be both educational and engage the participants in interactive activities.

Next Meeting

- Core Team only – Nieves, Bruce, Rick, Marlo and Nancy – on August 19, 2:00, at Sacramento D3 offices. Everyone will receive the summary.