

Headquarters—Smart Mobility Framework Stakeholder Workshop

Project Summary

Caltrans headquarters hosted a stakeholder workshop on June 16, 2009, attracting 200 transportation and land use planners, focusing on the Smart Mobility Framework (SMF) Handbook, which featured breakout sessions organized along two tracks, the Handbook Contributor's Track and the Tools and Techniques Track. Caltrans requested assistance from MIG to ensure that the sessions on the Handbook Contributor's Track were interactive and provided opportunities for good discussion and feedback.



Public Involvement Tools

Project Website

Information regarding the SMF June 16th stakeholder workshop and the Handbook is available online at: www.dot.ca.gov/hq/tpp/offices/ocp/smf.html.

Stakeholder Workshop

The Handbook Contributor's Track featured two sessions, one focused on the place type definitions and transitions, as described in Chapter 3 of the Draft Handbook, and the other focused on the performance measures described in Chapter 4. Both sessions included an opening presentation on the material to be discussed and time for questions and clarification, followed by small breakout group discussions. The sessions closed with small group report backs and final remarks by the presenters.

Small Group Discussions

MIG designed small group exercises to solicit stakeholder feedback on two separate decision support tools outlined in the Smart Mobility Handbook: Place Types and Performance Measures. MIG's contribution included the creation of a detailed guide for those facilitating the small group sessions and a questionnaire for participants designed to elicit specific input. The groups were encouraged to reserve the last few minutes of each discussion to agree on the points reported back to the larger group.

Large Group Discussion

At the conclusion of the breakout group discussions, the larger group reconvened to hear reports from each breakout group. MIG facilitated the discussion and summarized the key points that emerged.

Graphic Recording

Graphic recording is a hallmark of MIG meeting facilitation in which workshop comments are recorded with colored markers on a large sheet of paper. This method allows participants to see that their comments have been noted, is a useful tool to guide the conversation, and provides a formal record of the meeting.

Environmental Justice Community Involvement

Throughout the development of the Smart Mobility Framework, Caltrans actively sought the participation of a broad spectrum of groups involved in mobility issues and worked with key stakeholders to seek out the participation of Environmental Justice communities, grassroots organizations, and other groups interested in mobility issues whose input had not yet been gathered.



Lessons Learned

MIG and Caltrans met stakeholder expectations that materials are clear and understandable and discussion topics are manageable. Inviting public participation sets high expectations for follow-up on actions identified at the meeting.



Results

The workshop allowed the public and stakeholders to participate in the development of the Smart Mobility Framework Handbook and supply valuable feedback and suggestions for improvement. Documentation on the website helped Caltrans meet SAFETEA-LU Public Engagement Requirements regarding the use of visualizations, as specified under Section 450.210.



Deliverables

Small Group Discussion Facilitator Guides
Small Group Discussion Participant Guides
Summary Report and Wallgraphic Reproduction