Project Feedback Process Workgroup
Meeting Agenda
October 19, 2023

Location: via Teams
Meeting ID: 235 043 198 336 **Passcode:** GhdfhA

Committee Members: *(14 members, 8 = Quorum*)*

Dave Johnson – Co-Chair	Jeff Gonzalez – Co-Chair
Kurt Boyd	Karen Mooseker
Marvin Doster	Mike Pellitteri
Lekha Fernandes	Irene Reyes
Bobby Forch, Jr.	Linneth Riley Hall
Thomas Golden	Robynne Thaxton
Art McCluskey	Olivia Yang

* Informed Proxies Count Toward quorum

AGENDA

11:00	Welcome & Introductions	Information
11:05	Approve Agenda	Action
11:07	Approve Minutes from 9/21/2023	Action
11:10	Revisit preventative measures from 9/21/2023	Discussion\ Action

– Identify Implementation steps
– Consider if any issues missed

11:40	Start Brainstorming Objective #2 – Post Incident	Discussion

– How to collect the information
– How to vet
– What to do with it once it's been submitted
– How to store it

12:00	Next Meeting Agenda	Discussion
12:30	Adjournment	

Action Items:
1. Recommend updating the PRC applications to include knowledge of pest practices documents.
2. Co-Chair Gonzalez to connect with Talia to compare notes and identify next steps and agenda items.
3. All members brainstorm the following for the discussion on the second objective: how to collect information on what the issues are, vet the information, and then determine what to do with it.

Workgroup Parking Lot:
1. Who can stakeholders reach out to when they identify an issue or grievance? *(Clearinghouse, Discussion Forum)*
2. What are the steps to take once an issue has been identified?
   (1:1, contacting local trade association, bring to CPARB, use legislation changes only as a last resort)
3. Who has the accountability authority? (Auditor's Office? AG?)
4. What are the metrics/issues? *(How/what to track)*
5. What are the consequences of not complying with the statute? *(Levels of Escalation: Delay in project\cert approval by 30-60 days? Attend CPARB meeting to report on how resolved issue/complaint?)*
6. What is the best way to educate the community? *(Best Practices, Lessons Learned, Education Conn. Comm. resources)*
7. How can the information regarding feedback\grievances and consequences of noncompliance be distributed?
   (Clearinghouse/Library of Issues for future reference if applicant comes back to PRC)