


Meeting Minutes	
Committee: County Facilities Plan Steering Committee Phase 4.0	Date: 3/25/2021
Location: teleconference	Meeting Sequence 104
Committee Voting Members in Attendance: Jim Tarantino, Stu Carron, Aaron Hertzberg, Karl Stave, Peter Nilles, Tim Christian, John Westrich, David Muhammad, Erica Goblet	

1. Approval of February 25, 2021 CFP meetings minutes

Action: A motion to approve meeting minutes from the February 25, 2021 meeting was seconded, motion passed unanimously.

2. County Facilities Plan System Update

No items.

3. County Facilities Plan Project Requests

No items.

4. County Facilities Plan Strategy Updates (informational only, no action taken)

- a. CFP strategy and racial equity focus

- i. Summary of discussion with CEx's office

Jim Tarantino met with staff from the office of the County Executive recently, to discuss alignment of the CFP Steering Committee with the County Executive's strategy and the strategic focus groups. Areas of alignment included determining appropriate locations of services and accessibility to those services (strategy team 2A), and applying savings realized from real estate decisions to the County budget appropriately (strategy team 3B).

- ii. Review and revise Charter as needed

Draft of changes to charter provided for review and comment.

- b. Other related updates

- i. Develop a racial equity question for the CFP intake form – done

- ii. Engage with other County leaders to ensure CFP goals are aligned and support Department goals – see above

- iii. Interact with County Strategy Teams where relevant to ensure alignment – in process

- iv. Develop a strategy for incorporating Community Benefit Agreements in projects – potential future activity

- v. Work with departments to build equity considerations into early project planning – in process

In addition to the above, the suggestion was made to invite a representative of Community Business Development Partners to CFP Steering Committee meetings.

- c. Kosciuszko Community Center Community Needs Planning Study

The request for proposals for this project is available. Proposals are due in a few weeks.

5. New Business

- a. Parks has hired Peter Bratt as the new Director of Operations.
- b. DAS-FMD has hired Amy Keltner as the new Director of Architecture, Engineering and Environmental Services. Amy's first day with the County is April 19.

6. Tabled Topics & Projects (informational only, no action taken)

No items.

7. Announcements (informational only, no action taken)

No items.

8. Adjournment