

Public Information & Involvement Plan (PIIP) Implementation Plan

Today's Date: October 8, 2021

Project Name: **CSD Integrated Master Plan** Revised? no

PIIP Phase: (Check one): Conceptual Design Construction Administrative

Department: **Community Services**

Project Manager: **Cory Styron**

PIO Assigned to Project:

Describe your project briefly below. Attach a map of the project area if possible.

The County Community Services Department (CSD) is using professional consulting service to assist in the development of an Integrated Community Services Master Plan. This plan will identify and assess existing programs, services, facilities, gaps, and look at future needs, and then integrate these findings into an actionable plan among the key areas of parks, cultural services, social services, recreation, open space, trails, and library. The desire is to produce a 7–10-year road map to systematically invest, improve programs and services, establish best practices, prioritize needs of the community to continuously improve the department, divisions and quality of life in our community.

PART A. Who are you talking to?

The desire is to speak to the entire community. We will have specific stakeholders for athletics, equestrian, trails, mountain biking, playgrounds, libraries, open space, aquatics, court sports, ice rink, school partners, camping, nature, transportation, and tourism. The desire is to seek community consensus and seek a broad base of community members for input.

The process will have various audiences Council, Boards, LAC Staff, user groups and public in general as constituents for input.

Do you intend to inform educate involve the public? Check all that apply and note any explanations here.

Inform- Share with the public the process of the Integrated Master Plan and the importance of their participation

Educate- Provide a forum to hear conflicting views from community members and seek win-win solutions for the community. Provide a forum to think about how our community recreates and implements community health and embraces quality of life for the next generation and talk about best practices and trends across the nation.

Involve- Provide focused input into the Community Services’ system needs, financial considerations, and prioritization of actions from the process. This will include focus groups, stakeholder groups, public forums, and statistically valid surveys.

PART B. What are the issues?

What kinds of issues or concerns may come up during this phase of the project? If you’re going to ask the public “what do you think?” then consider what you feel is (or isn’t) open for public debate and discussion, and document “why”. Think about the total amount of time that you will have for implementation of the PIIP with respect to the size of the project, its impact on a neighborhood or a community versus a small group of individuals, schedules, and budgets for public information within your department.

Issues are:

- Multiple competing stakeholders for resources and time
- Lack of systematic look at parks, open space, recreation, health, library, and culture in our community for short and long-term planning opportunities
- Lack of prioritized actions for department and community to execute
- Funding sources
- Community importance/need versus special interest
- Holistic look at community assets to meet Council strategic goals and objectives, including tourism opportunities
- Integrate action from the community services system into an integrated and aligned plan for improving quality of life in our community

PART C. What is your Plan?

- Establish an internal (staff) and external (Boards) steering committee for validation and questioning field results and input process
- Set up focus group, stakeholder meetings based on consultant suggestions (in person or virtual)
- Conduct field studies of programs, services, and assets
- Community wide statistically valid survey to assess wants/needs and current levels of satisfaction
- Community-wide on-line survey
- Share findings with steering committees
- Set up focus group, stakeholder meetings based on consultant suggestions (in person or virtual)
- Develop plan
- Board presentations and Community input on deliverables
- Presentation and adoption by County Council

PART D. How will you know what the public thinks?

- Public listening sessions
- Stakeholder meetings
- Activities within meetings
- Survey results
- Follow up listening sessions

PART E. How will you know when you're finished with the public information and involvement plan for this phase?

Draft report is ready for presentation to County Council

PART F. How will you gather feedback about the success of your PIIP?

- Review of in-process data gathering to amend course if needed
- After action review

PIIPs require the review and approval of the Project Manager, Department Manager, and County PIO.

Please route for signatures:

<i>Cory Styron</i>	11/2/2021
Submitted by: Project Manager	Date
Cory Styron <i>Cory Styron</i>	October 8, 2021
Approved by: Department Manager	Date
<i>Leslie E Bucklin</i>	11/2/2021
Approved by: County Public Information Officer	Date

REVISIONS: (complete this section only if you are filing a revision to your original PIIP)

Please outline below the revisions you are making to the PIIP. Give an explanation of “why” and list any associated impacts on cost, schedules, staffing or other impacts.

REVISIONS:

Submitted by: Project Manager

Date

Approved by: Department Manager

Date

Approved by: Public Information Officer

Date