



# Task Force Products, Work Plan, Roles & Responsibilities

Tampa, Florida



August 27, 2019

Product	Contents
Corridor Development Goals	Transportation and broader community, environmental, economic development and other goals corridor planning should consider ( <i>why?</i> )
Potential Avoidance, Minimization, Mitigation, and Enhancement Considerations	Significant environmental or community resources where impacts from transportation improvements should be avoided, minimized, mitigated, or enhanced to the extent feasible ( <i>what should we do or not do?</i> )
Corridor Opportunities	High-level approaches for accomplishing corridor development goals: existing and new facilities, multiple modes and uses ( <i>what could we do?</i> )
Criteria and Process for Evaluating Corridor Opportunities	Considerations for evaluating how corridor opportunities may accomplish corridor development goals ( <i>how do we decide?</i> )

Product	Contents
Guiding Principles	<p>Recommendations for implementation including potential actions by FDOT and other state, regional, and local agencies and partners</p> <p>Recommendations on potential approaches to avoid, minimize, mitigate, and/or enhance environmental and community concerns during Project Development (<i>what's next?</i>)</p>
Public Communication Summary	Documentation of public comments and how the Task Force considered public feedback in its recommendations ( <i>what did we hear?</i> )
Final Report	Summary report submitted to Governor and Legislature by October 1, 2020 ( <i>what do we recommend?</i> )

- Operational improvements to existing facilities
- Capacity improvements to existing facilities
- Reconstruction and modernization of existing facilities
- Transformation of existing facilities and right of way such as introducing or expanding modal options or other infrastructure
- Development of new facilities (represent as broad swaths)

## Organize

*Aug - Sept 2019  
(Meeting 1)*

- Organizational Flow
- Work Plan

## Explore

*Oct 2019 - Feb 2020  
(Meetings 2, 3)*

- Corridor Development Goals
- Potential Avoidance, Minimization, Mitigation, Enhancement Considerations
- Potential Corridor Opportunities

## Evaluate

*March - June 2020  
(Meetings 4, 5)*

- Criteria & Process for Evaluating Corridor Opportunities
- Draft Guiding Principles

## Recommend

*July - Sept 2020  
(Meetings 6, 7)*

- Final Report

- **Public Comment Period** at every Task Force meeting
- Specific events
  - **Community Open Houses** in each corridor (October, December, March, June)
  - **Community Workshops** in each corridor (January/February & April/May)
  - **Public Comment Period** on draft recommendations (July)
- **Briefings** to regional and local partner organizations, as requested
- **Communication 24/7** through website, email, telephone

Month	Task Force Meeting	Community Open House
October	October 23, 2019 - Citrus County	October 24, 2019- Dixie County
December	December 17, 2019 - Taylor County	December 18, 2019 - Lafayette County
March	March 11, 2020 - Madison County	March 12, 2020 - Jefferson County
June	June 9, 2020 - Levy County	June 11, 2020 - Gilchrist County
August	Taylor County	
September	Dixie County	

- **Assist in development** of final report recommendations
- Proactively **seek public and partner engagement**
- Make recommendations based on a **consensus building process**



- Task Forces will seek **consensus on recommendations**
- Consensus is striving for agreements **members can support, accept, live with, or agree not to oppose**
- Task Forces will develop recommendations using consensus building techniques with the assistance of **facilitators**

- **Establish** common understanding
- **Seek** commitment to reaching consensus
- **Support** a process that is open, trusting, and respectful
- **Establish** communication protocols
- **Understand** and work to **address** differences
- **Identify** clear process for reaching recommendations
- **Participate** consistently and actively
- **Monitor** progress and **celebrate** accomplishments

- **Introduce** and **clarify** the opportunity/issue
- **Explore** the opportunity/issue, **collect** and **discuss** ideas for problem solving
- **Look** for emerging proposals that address the issues of as many stakeholders (inclusive of public comments) as possible
- **Make** initial recommendations
- **Discuss, clarify,** and **amend** as needed

- **Wholehearted support** – this is what I would do
- **Support** – this may not be what I would do, but it is good, and I can support it (or live with it)
- **Minor reservations** – I may be able to live with it or even support it, but I need clarification or refinement first
- **Major reservations** – I cannot support as currently drafted

- Recommendations will be adopted at the **final meeting**
- The Task Force will strive for **consensus on the recommendations as a package to be included in the final report**
- Consensus will be defined and documented as **members being able to support, accept, live with, or agree not to oppose** the package of recommendations for the final report
- The final report will be submitted at the conclusion of the last Task Force meeting

- **Meeting agenda** with specific desired outcomes
- **Facilitated discussion**; no formal parliamentary procedures
- **Collaborative recommendations**
- **Documentation** of action items and assignments
- “**Parking lot**” for issues needing more information, further discussion, or resolution in a later process
- **Summary** of each Task Force meeting

- **Share responsibility** for the process and the outcome
- Encourage **honest and free** policy discussion
- **Direct comments** to the facilitator
- **Be courteous**
- Speak **one at a time**
- Keep comments **concise**
- **Speak to be understood**
- **Ask to understand**
- **Listen actively**
- Use **tent card** to indicate desire to comment