

Minor Betterment Project Review and Selection

Committee Roles and Responsibilities

Committee

- Provide feedback to the County staff during the project evaluation and selection process
- Represent their organizations interests and perspectives (where applicable); communicate project feedback back to constituencies and convey feedback to Committee and County staff
- Listen to technical information and public comments
- Actively participate and strive to attend all meetings
- Endeavor to have no surprises- communicate all relevant information at the committee meetings or through the County staff between meetings
- Abide by Committee ground rules and communication guidelines

County Staff

- Define project scope and parameters; manage scope, schedule and budget
- Set agendas for meetings and run meetings efficiently; provide meeting summaries
- Provide information to the Committee for consideration and evaluation
- Point of contact for media and elected officials
- Respond to Committee requests for information and concerns where feasible
- Make decisions regarding project selection