

**Pueblo County Strategic Sustainability Plan
Advisory Committee Meeting
September 13, 2011
1-3pm Pueblo City/County Health Building, 3rd Floor Conference Room
MEETING MINUTES**

Attendees:

Terry Hart	Mark Gurule
Larry Howe-Kerr	Dan Smith
Marvin Reynolds	Tom Corlett
Ross Vincent	Paul Huber
Ada Clark	Lee Merkel
John Orson	Susan Finzel-Aldred
Lois Compton	Ryan Gatewood
Terry Cotton	Frank Cortese, Sr
Ryan Elarton	Paul Fanning
Pat Coffee	Robin O'Day
Joan Armstrong	Kip Morphew
Rachel Master	J.D. Johnson
Ron Greenwell	Barb Satterfield
Scott Hobson	Mark Gazette
	Sarah Spencer-Workman

1:02pm Meeting began with an announcement from Pat Coffee to please be mindful of sharing information through her and/or the Public Works office regarding this plan and resources for distribution; this was followed by introductions given from Sarah Spencer-Workman, Community Energy Coordinator for Pueblo County

Next, Sarah did an overview of the agenda and process for the meeting.

Some comments from the group were heard regarding the mission statement changes; an inquiry from Lee Merkel (DOLA) about future planning efforts and funding for both the City of Pueblo and Pueblo County, and an inquiry for a definition of sustainability by Tom Corlett (SECREs).

AGENDA

- **1pm-1:15pm** Introductions and review of agenda with Strategic Planning Process details for the meeting
- Mission statement review: original vs revised based on comments received via email from advisory committee

- Next, Sarah presented on the meaning of a strategic plan vs a long term plan, the definition and process of a SWOT Analysis, reviewed broad topics for the meeting and plan, as well as guidelines and format for the meeting. Below are some notes from the presentation, which is also available through the County Public Works department project manager, Pat Coffee.

SWOT ANALYSIS

- **S**trengths, **W**eaknesses, **O**pportunities, **T**hreats
- Part of a strategic planning process
- Analyzes both internal and external factors affecting a community
- Provides information to match resources with capabilities of the community
- Enables community to identify strengths and upcoming opportunities to overcome weaknesses or threats

BROAD TOPICS FOR THE PLAN & BREAK OUT GROUPS IN THE MEETING

- Renewable Energy and Energy Efficiency
 - Materials and Waste Diversion
 - Water
 - Land Use and Built Environment
 - Transportation
 - Public Health and Natural Environment
- **1:20-** Attendees broke out into 6 different groups, selected a note taker and a presenter for their respective tables; groups were self determined by individual interests and professional expertise in each of the following topics:
 - Renewable Energy and Energy Efficiency
 - Materials and Waste Diversion
 - Water
 - Land Use and Built Environment
 - Transportation
 - Public Health and Natural Environment
 - **1:30-2pm** Individual groups to worked through SWOT process on selected topic at each table
 - **2pm-2:30pm** Individual groups continued to work through SWOT process; if anyone wanted to switch and join another group at this 30 minute mark they did at this time
 - **2:30-3:00 pm Groups** posted their findings around the room, convened as a larger group, and individuals from each group reported on findings and highlighted priorities through a voting process using “red dots” as popular indicators
 - **3:00 pm-** Adjourned meeting