

Port of Port Townsend Strategic Plan 2008-2009

Public Involvement Plan											
Activity	April 2008	May 2008	June 2008	July 2008	August 2008	Sept. 2008	October 2008	November 2008	December 2008	January 2009	February 2009
Port Team Meetings and Port Commission Meetings	<ul style="list-style-type: none"> Port Team Session 1 - 4/17 Port Team Session 2 - 4/25 	Commissioner Workshop - Key Issues (May 27)	Port Team Session 3- Review Stakeholder Key Issues (June 27)	Session 4 - Establish CAC Review preliminary SWOT analysis	Session 5 – Review SWOT analysis and survey questions	<ul style="list-style-type: none"> Session 6 - Review draft plan policies and capital projects 	<ul style="list-style-type: none"> Session 7 - Review survey results 	Session 8- Work Session on draft Plan	Session 9— Review Community Input from 3 open houses	Port Commission Hearing on Draft Strategic Plan	Port Commission Hearing on Draft Strategic Plan
Stakeholder Groups and CAC Meetings	<ul style="list-style-type: none"> Identify groups Work plan Meeting dates Presentations needed Products 		Individual stakeholder group meetings (4 days)	CAC reviews ground rules, public process and key issues	CAC reviews SWOT analysis and survey questions	CAC reviews draft policies and capital improvement priorities	CAC work session-- reviews survey results	CAC work session on draft Strategic Plan	CAC Work Session	CAC recommendation on Final Draft Strategic Plan	
Community Presentations and Open Houses		<ul style="list-style-type: none"> County-wide stakeholder community meeting & open house (May 21) 			Community survey			Hold three community open houses: <ul style="list-style-type: none"> PT Port Ludlow Quilcene 		(Public Hearing)	(Public Hearing)
Issues to Be Addressed	<ul style="list-style-type: none"> Mission statement Public involvement strategy 	<ul style="list-style-type: none"> Port Overview Financial Review Public Involvement Process 	Key Issues	Key Issues Internal SWOT analysis		Mission and vision statement					
Assignments And Products	<ul style="list-style-type: none"> PowerPoint Meeting Notes Finalize workplan and public involvement strategy 	Public Involvement Plan Stakeholder Questions	Stakeholder key issues report Prepare questions for SWOT analysis	Port Newsletter on Plan Process Perspective article on key issues	SWOT analysis report	Capital Improvements Priorities Draft Report Mission statement	Newspaper insert	Press Release	Preliminary Plan prepared for CAC review	Final Draft Plan Released for public review Press Release	Adopt Final Strategic Plan