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**JOINT FACILITIES ADVISORY COMMISSION
 Buck Site Subcommittee**

Meeting #3
 7:00 PM, Wednesday, March 29, 2017
 Key Elementary School, Multi-purpose Room
 2300 Key Blvd., Arlington VA 22201

Meeting Minutes-Final

Attendees

JFAC:

Ginger Brown
 Laura Simpson
 Todd McCracken
 Janine Velasco
 William Ross
 Matthew De Ferranti
 Katie Rouse
 Eric Goldstein

County Staff:

Jennifer Fioretti-DPR
 June Locker-DES
 Kris Krider-CPHD
 Justin Falango-CPHD
 Bryna Helfer-CMO
 Kara Smith-CPHD
 Allison Blanchard -DES

Others:

Dawn Cooper
 Steve Leutner
 Maurya Meiers
 Nia Bagley
 Collier Cook

Welcome

Ginger Brown (GB) welcomed the group. Staff and public introduced themselves.

SWOC Exercise

GB introduced the Strengths, Weaknesses, Opportunities, and Constraints (SWOC) activity to the group. GB asked Jennifer Fioretti (JF) to describe the purpose of the activity. JF introduced Bryna Helfer (BH), who would serve as facilitator for the SWOC activity. BH provided an overview of the activity and asked Kris Krider (KK) describe the details of the activity and define the SWOC.

The group broke into two groups. One group started with the Buck site, the other with the Arcland/Shirlington Road site. Each group went through the SWOC for each site and then switched sites. Group members added to the SWOC comments built by the original group. The groups returned to their original starting point and then reviewed the comments. One member of each group reported out on the top three comments from each SWOC category. The groups were then given three different color dots to identify each individual’s top three comments for each SWOC category. BH summarized the activity. JF explained that the SWOC comments would be used to create “illustrative” base maps for the “What Fits” activity and would also be used to confirm the use considerations and tiering framework.

Minutes

GB distributed the draft minutes from the March 8 subcommittee meeting for participants to review. Todd McCracken (TM) motioned to approve the minutes, with a second from Janine Velasco (JV). The group approved the minutes without edits with two abstentions from Matthew De Ferranti (MD) and Eric Goldstein (EG).

Use Considerations and Framework

JF summarized the March 15 JFAC discussion. GB noted one correction in the use consideration framework. "Urgency of Use" which was showing up on Tier 1 was intended to be listed under Tier 2. The following list summarizes those that were discussed further:

- "Availability of alternative sites" should be noted in a separate category outside of the evaluation framework. It is important to be able to comment on use consideration even if you cannot score it.
- "Public Comments" was moved to separate category outside of the evaluation framework. It is important to be able to comment on use considerations even if you cannot score it. JF noted that public comments are an additional tool for the Commission to take into consideration when evaluating uses.
- "Local traffic and parking congestion" was moved to Tier 3 analysis. This is an important measure, but challenging to measure in a few months, in advance of the end of Phase 2.
- Regarding the color scoring chart – replace the check mark shown in the yellow box with an asterisk.

The subcommittee discussed the evaluation framework options and agreed with the use considerations with the above referenced changes as well as the framework including tiering and colors.

GB read out the use determination purpose statement for Phase 2 of the Buck and Carlin Springs sites use determination process.

The group discussed the purpose statement. GB said that JFAC should consider the near-term and long-term needs. Laura Simpson (LS) asked how the JFAC could consider the long term needs if the commission hasn't discussed them yet. GS clarified that the JFAC will review the long term in the sense that it can't get in the CIP in the next ten years. LS noted that the ability to make recommendations is limited without having the system with 40-year view. She also stated that somewhere it should be noted that we haven't done long-term. Eric Goldstein (EG) stated the ability to accomplish purpose is the same regardless. GB noted that the commission hasn't done phase 0 which constrains us. Katie reason we are discussing now is because of external urgent needs.

Group generally agreed with purpose statement. Ginger will send out electronic copies of the purpose statement in an email to the group.

Work Plan

GB briefly reviewed the updated version of the work plan.

Announcements and Public Comment

There was no public comment.

GB announced the cancellation of the scheduled April 12 subcommittee meeting, noting that she would send out an updated calendar to the group. The next subcommittee meeting will be April 5, to discuss

the SWOC base sheet and the “What Fits” activity. A status report will be forwarded to the County Board in April.

Adjourn