MINUTES
Lessons Learned Commission
Wednesday, July 16, 2008; 5:00 p.m.
City Hall Conference Room #224

I. Call to order  Chair Sally Smith called the meeting to order at 5:00pm.

Present:
Commissioners:  Chair Sally Smith, Bob Martin, Rick Edwards
Consultants: Dave Eley
Others: Scott Willis, Brittany Cioni, and Sally Schlichting

II. Approval of agenda
   •  Discussion of agenda.

Motion- to adopt the agenda, motion carried

III. Adopt Minutes for 9 July 2008
   •  Discussion of minutes.

Motion- to correct erroneous date for proposed public hearing from July 20 to August 20, motion carried.
Motion- to approve corrected minutes, motion carried.

IV. Contractor’s Report
   •  Dave Eley reported on status of interviews.
     Contractor has added front line individuals to interview list.
     •  Interviews with various media arranged for next week.
     •  Discussion about pushing the due date for the report back.
     •  Dave proposed a new date of 17 September for the final report because the public hearing isn’t until the 20th of August.
     •  Discussion about deadline for second draft of report.

Motion- to support 17th of September as due date for final draft to the commission, motion carried.

   •  Discussion of public response to press release issued July 15.  Smith passes out website information.  Link to CBJ home page.
V. Adopt Public Hearing Procedure
   • Discussion about draft public hearing agenda. What time do we give for public comments? Decided on 3 minutes plus time for questions from LLC.
   • Assembly chambers have been reserved. Do we sit at floor tables or on assembly seats? Agreement to sit at tables. More discussion of details of meeting, time, etc. Can the LLC question program managers?
   • Smith questions how to write press release to encourage comments in public hearing. Do we try to restrict comments to daft report or open to broader questions? Conclude that public will decide anyway so no action is required on our part.

VI. Public Comment
   • Sally Schlichting discussed what Juneau Commission on Sustainability is doing. They are pursuing a grant from the AIA to undertake a Sustainable Design Assessment Team project to explore and address key energy issues in the community. A copy of their plan was provided to the LCC and is on file. What does the commission want from us? Do we give recommendation, letter of support? Discussion of creating another “parking lot” to place trends that are not emergencies but may have similar effects.
   • Brittany Cioni reported on the JDEC work. The house survey is complete; the report is due in mid September. Discussion about survey.

VII. Propose Agenda Items for Next Meeting Date
   • Discussion of next meeting date, 30 July or 6 Aug.

Motion- to meet next on 6 August 2008, motion carried.

VIII. Adjourn
Motion- to adjourn, meeting adjourned at 6:30.