Attendees: Laura Pedrick, Claude Schuttey, Lee Ann Garrison, Gwat Lie, Dave Danielson, Alan Horowitz, Bob Greenstreet, Cindy Kluge, Christy Brown, Rita Cheng, Kate Nelson, Marylou Gelfer, Dennis Stecker, Ruth Williams, Chris Gluesing, Patricia Arredondo

- The notes were corrected to reflect a change in language regarding the forthcoming task for the Subcommittees.

- Communications update: Tom Luljak joined us to report on short-term steps to communicate about the MP and on-going meetings with neighbors and campus constituent groups. He spoke about the 2x@ month meetings of the MP Communications group and of the communications plan shared with PST at the end of August.
  
  o Tom indicated that there will be a comprehensive approach to announcing October 17’s all-campus presentation. This includes: an announcement via an HTML invitation, website use for updates, and other means to push out information about the MP process. Save-the-date announcements will go out shortly.
  o Meetings with external constituencies from local government officials, neighborhood associations and business owners have taken place, some in partnership with HGA. One objective is to create awareness about the meaning of master planning, what it does and does not entail. Feedback that comes to the website is responded to in a timely manner by Tom’s office. A recent inquiry from a County official was cited with a response strategy in place to reach out to this individual.
  o Questions about the meeting for the Executive Leadership Committee were raised with the final decision that breakfast meeting would take place with the group on October 17, 7:30 am.

- Committee Schedule: A draft plan for implementing the MP committee structure was discussed. The goal is to have meetings announced well in advance of a MP milestone. For example, dates have been set for release of draft and final reports for Phases B-D. With some anticipation, dates for the Executive, Steering and Coordinating Committees can be put in place at this time. Ruth will re-draft the document she has prepared.
  
  o Phase A: The plan for committee involvement to provide feedback to the September 16 draft report was discussed. All documents are on Pantherfiles and not on the MP website. The schedule through September 30 is as follows:
    - September 26: Subcommittees meet, chaired by Bob Greenstreet in the Library, 4th floor conference room.
September 29: Steering and Coordinating Committees meet to review Subcommittee feedback to add more to the process.

September 30: Steering and Coordinating Committees with consultants to review feedback collected thus far and introduce additional information or points of clarification.

Upcoming working sessions for introduction of Phase for Steering and Coordinating Committees: October 16, 9-12 am and October 17, 1-4 pm. Location to be announced.

- Physical Environment Committee (PEC): Claude reported that Kate Nelson, UWM Coordinator for Sustainability presented the draft plan we have seen to the PEC on September 10. It was well-received and next steps are still being considered.
  - On September 17 there was a joint meeting of PEC and the Transportation Subcommittee. At this meeting, the consultant from Fehrs and Piers, the parking and transportation consultant introduced a draft of their findings to-date. Concerns that emerged from the data are: elasticity issues related to the impact of raising costs—If costs are raised, will parking in UWM facilities go down (revenues go down) leading to more street parking? A request for different scenarios was made with a final document due on October 15. Other concerns were cited about parking counts taken on April 30, 2008. The consultants will take new counts soon.

Next meeting: October 6, 8-9 am.