



# Environment & Policy Setting

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*Meeting #4  
Wednesday, Dec. 12, 2012  
2:00-4:00pm*

## **In Attendance:**

- Helen Arthur, DPH
- Heather Dunigan, WILMAPCO
- Bill Brockenbrough, DelDOT
- Dan Lacombe, DelDOT
- Kevin Coyle, DNREC
- Patti Miller, Nemours Health and Prevention
- Karen Horton, DE State Housing Authority
- Connie Holland, Office of State Planning Coordination (Committee Co-Chair)
- John Mateyko, AIA—DE Chapter
- Philip Franz, AIA—DE Chapter
- Andrea Trabelsi, Delaware Greenways (Committee Co-Chair)

## **Follow-up / Action Items:**

1. All Committee members are needed to help build awareness of the HIA and its benefits we are working toward (see talking points document)
2. Andrea will arrange meeting with Connie and Patti to prepare draft awareness-building presentation (early January)
3. Andrea will revise the work plan to reflect recommended changes from the meeting and prepare for publication; including soliciting feedback from Delaware City Stakeholders
4. Andrea, Kevin, and Helen will collaborate to ensure sufficient flow of information and feedback with various stakeholder groups (primarily Delaware City, DNREC, DHSS)
5. Kevin will get confirmation on availability of Grass Dale Center for ~~Training (Jan. 14/15)~~ Feb. 19 and 20 and keep us updated of progress on Master Plan project
6. Helen will inquire about the specifics about the Statewide Health Assessment currently being conducted (what does it entail, how might we use for our HIA?)
7. Helen will work with DPH/DHSS to identify how to approach cancer clusters data and communications; will also generate list of additional data sources for us to use
8. Connie will review the No Child Left Inside report for relevant information for the Fort DUPont assessment and reporting.
9. Connie had mentioned the charrette training which some of the state workers received over the past year and suggested we have an open house or public event to help build awareness of HIA and more positive engagement of stakeholders. Kevin will check with the DNREC team about possibly allowing our group to have an info table at the next public meeting or something similar that will allow us to interact with people and explain what HIA is while also not distracting from the main goal of the master plan effort.

10. Committee to review HIA evaluation cover letter and form, which will be distributed prior to the training to participants. (See attached forms: stakeholder evaluation form; decision maker evaluation form; cover letter)

## Notes:

### 1. General Updates on progress for our three committee goals:

#### HIAs:

- 1.1 Pew/RWJF grant for our proposal on health impact assessment of the transportation impact review process (TIDs) not awarded; still looking for funding
- 1.2 Heather Dunigan suggested a UPWP proposal
- 1.3 Bill Brockenbrough reported that DeIDOT has updated their proposed regulations regarding Traffic Impact Studies and Transportation Improvement Districts. Because they are making “substantial changes” they are legally required to re-advertise the regulations. They are accepting feedback through Jan. 15, 2013.

#### Healthy Communities Award:

- 1.4 draft award guidelines and application package has been presented to the Governor’s Council on Health Promotion and Disease Prevention and will have until mid-January to give feedback. The HCA work group will make final revisions and anticipate late January distribution for request for applications. Awards will be announced late spring to be timed to allow for awardees to participate in May awards ceremony at Gov’s Council Summit.

#### Awareness-building Presentation:

- 1.5 Andrea suggested a small group pull together the draft presentation for an early January review with ultimate goal of having slides ready for a presentation to February meeting of DE Board of architects and follow-up presentation to the League of Local Governments (to promote the healthy communities award and further explain the importance of healthy communities and the rationale for the award.)
- 1.6 John Mateyko indicated that the key aims for the board of architects are to promote the health, safety, and welfare of the public, so our message should keep that in mind; a letter leading up to and/or following our presentation to emphasize importance of our message would also be effective
- 1.7 Andrea will arrange to meet with Patti and Connie to compile draft presentation before end of January.

### 2. Fort DuPont Health Impact Assessment

#### Stakeholder Engagement

- 2.1 Andrea reported on the Dec. 10<sup>th</sup> meeting with Delaware City representatives, which included the Mayor and City Manager.
- 2.2 It is of ongoing importance to engage/inform stakeholders, including Delaware City stakeholders; Andrea will continue to reach out to identify the Delaware City community’s priority health related interests, which we can help address through the Fort DuPont HIA, and keep the Delaware City Community informed of the HIA
- 2.3 Overarching message for HIA is that it is intended to be a positive addition to the master planning and decision-making process→having more information about the likely health related impacts of the development will allow those issues to be addressed up-front in a less costly way than investing more later-on to correct unanticipated issues→HIA can help future potential investors in the property feel less risk in investment, can expand upon the environmental assessment being done by the project consultants to elaborate on the extent of costs and benefits of the various development alternatives.

- 2.4 Full committee support is needed to ensure unified message and building awareness and support of the HIA; see attached “talking points” document for key messages
- 2.5 Committee agrees—we want to be sensitive and accommodating of all stakeholder interests in the HIA and Fort DuPont Master Planning project and, therefore, will do our best to focus on priority issues of the stakeholders; however, we need to consider other significant health related issues, which is necessary to maintain objectivity, achieve the goals of the HIA, and stay true to the broad interests of health, welfare, and equity

Communications Issues:

- 2.6 HIA is an objective process intended to identify the positive and negative potential health impacts on the population due to the extent of development that could occur (according to the Master Plan alternatives published by the consultants and DNREC); the HIA will move forward with effort to build consensus among all stakeholders, but need to be sure we also maintain an objective and comprehensive HIA
- 2.7 Important message for stakeholders is that Healthy Communities and Economic Development go hand-in-hand
- 2.8 Work Plan will be published; feedback will be received on an ongoing basis; the HIA process will remain fluid given the remaining uncertainties (e.g. alternative master plans are unknown) and HIA being a new process to everyone.
- 2.9 Our HIA Advisory Committee needs to speak with a unified voice (see talking points handout) for the key messages. HIA is a new process to many and it will behoove us to have clear communication. Key point is the first bullet providing the definition of an HIA. In general, we can respond to questions related to the scope of the HIA process as we know it, but should refrain from addressing issues if not on the “talking points” handout. If you have questions contact one of the committee chairs. If you receive questions about the Fort DuPont Master Plan project, put them in touch with Kevin Coyle, DNREC ([Kevin.coyle@state.de.us](mailto:Kevin.coyle@state.de.us))
- 2.10 Committee agreed with the above strategies for moving forward, maintaining objective process, and clarifying confusion that is currently out there.
- 2.11 Andrea also mentioned discussion with ASTHO grant manager regarding the flexibility of the work plan. As long as our HIA work stays focused and has relevance to informing the targeted decision-making process, we can adjust the work plan as appropriate.

Fort DuPont Master Plan process update:

- 2.12 DNREC is holding core stakeholders phone call on Friday (Dec. 14) and will mention the HIA
- 2.13 Sasaki will be back in Delaware for second (of 3) public meetings on Feb. 4, at which time the ~three alternative master plan concepts will be presented
- 2.14 DNREC is very interested in the economic findings of the consultants and their recommendations for public/private partnerships (sustainability is a central goal of the project, including financial sustainability)
- 2.15 Sasaki consultants will be producing environmental related data which will be of use for our HIA; however, our HIA will not be duplicating what the consultants are doing, the HIA will be extending health related forecasts from the environmental data

Assessment Questions, Methods, Process:

- 2.16 DHSS is currently conducting a statewide community health assessment, though we are unsure of how it is different from the Governor’s Council on Health Promotion and Disease Prevention’s assessment done recently.

- 2.17 The statewide assessment may be a stakeholder engagement tool for us to tap into (Helen will check)
- 2.18 According to our Peer Mentors, a full HIA that includes significant quantitative assessment typically costs \$150k and lasts 1.5 to 2 years; given the funding for our HIA and the timeline, we should prepare our work plan anticipating primarily qualitative methods (expert consultation, literature review, and survey/interviews/focus groups)

Group proceeded through draft work plan document section by section to address questions/changes/clarifications:

- 2.19 Draft work plan provides detailed perspective of the HIA project, necessary for Advisory Committee understanding of assessment process going forward; however, needs to be pared down for final version and publication.
- 2.20 Feedback from stakeholders will be taken into consideration in focusing on specific assessment questions
- 2.21 Andrea noted other feedback details and will send out revised work plan for publication once more prior to making it public.
- 2.22 HIA Committee will have opportunity to work with Peer Mentors at the training in January to refine assessment process for each issue area/question.
- 2.23 Connie suggested Rich Hall (Smart Growth MD) and ULI as assessment resources
- 2.24 Group decided that economics is outside scope of our assessment

#### Other Stakeholder Engagement

- 2.25 Connie suggested DEMA contact for assessment of risk associated with sea level rise, flooding, and other emergency type issues: David Carlson, State Hazard Mitigation Officer
- 2.26 John Mateyko gave us information on upcoming conference/forum regarding adaptation to global environmental change (with focus on sea level rise); it will feature some out of town experts on the subject to discuss resiliency and how to design our communities for challenges of environmental change; likely 2<sup>nd</sup>, 3<sup>rd</sup>, or 4<sup>th</sup> week in Apr. or 1<sup>st</sup> or 2<sup>nd</sup> week of May; please let him know if there are events already scheduled for that timeframe he should be aware of; also share any ideas you have for the conference; could DE HEAL be a sponsor?
- 2.27 Committee should think about how we can be involved in the spring conference; perhaps present our findings from the HIA

#### Evaluation / Monitoring:

- 2.28 Andrea asked Committee to review HIA evaluation cover letter and form, which will be distributed prior to the training to participants. (See attached forms: stakeholder evaluation form; decision maker evaluation form; cover letter)

### **3. Next Steps**

#### HIA Training:

- 3.1 Dates set: **UPDATE: Training dates are Feb. 19 and 20; same general agenda**  
~~Monday, January 14~~ (general HIA training, likely to be 2 sessions of ~3 hours each, with break at lunch); and  
~~Tuesday, January 15~~ (Focus on Fort DuPont HIA, with am and pm sessions)
- 3.2 Location: Kevin is working to get **Grass Dale Center** (at Fort DuPont) and should have confirmation by Monday, Dec. 17
- 3.3 Specific Time, Capacity, and Content to be confirmed, but likely:

- Mon., Jan. 14--9:00am to 12:30pm (general HIA info; participation cap at 50)→Break for lunch (pot luck suggested; Andrea will check on sponsorship opportunity→1:00pm to 4:30pm (general HIA info; cap participation likely at 50)
- Tues., Jan. 15--9:00am to 12:30pm (focus on Fort DuPont HIA; target audience: our committee, key stakeholders; cap participation likely at 30)→Break for lunch (bring your own bag lunch? Leftovers?)→1:00pm to 4:30pm (Fort DuPont focus/work session; target audience: our committee, key stakeholders; participation cap at 30)

3.4 Trainings will be conducted by peer mentors from Minnesota Division of Public Health

3.5 Helen had agreed that DPH could supply copies for powerpoint hand-outs

3.6 Food is a draw; we should try to include lunch/snacks. Perhaps potluck—each of us bringing a dish?

Next Committee Meeting: January 29, 2-4pm, Room 219 Haslett Armory