

# COMMUNITY ENGAGEMENT PLAN

## FOR THE RESILIENCE ACTION PLAN

## INTRODUCTION

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This Community Engagement Plan (CEP) describes community engagement activities to be conducted for the development of the Resilience Action Plan (RAP). The purpose of this effort is to provide early and continuous opportunities for community input into statewide transportation needs, opportunities, and decision-making processes.

### Goal of the CEP

The overall goal of this CEP is to use an efficient process that actively involves partners, stakeholders, and, where possible, members of the public in the development of the first Resilience Action Plan. This goal is supported by three objectives<sup>1</sup>:

- **Statewide partner engagement** – Strengthen coordination with key statewide partner organizations.
- **Regional and local partner engagement** – Encourage input, feedback, and support from regional and local partners.
- **Public engagement** – Promote multiple and convenient opportunities for interested members of the public to offer input and feedback.

### FDOT Guiding Principles for Community Engagement

FDOT's [Public Involvement Handbook](#) identifies four guiding principles for public engagement. Community engagement is two-way communication aimed at incorporating the views, concerns, and issues of the community into the decision-making process.

- It is ongoing in all phases of a project. It allows communities to hear and be heard.
- It is inclusive of all decision-makers and stakeholders. It includes as many groups and individuals as possible, especially those who will be most affected.
- The most appropriate outreach tools are used for each audience. It is essential to know and understand the audience to develop the most appropriate outreach techniques.
- Recording comments and taking action lets the public and partners know their comments and concerns have been heard. Documentation shows that a process was used in evaluating comments and addressing as appropriate.

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<sup>1</sup> As shown in the Florida Transportation Plan (FTP) Partner and Public Involvement Plan (dated May 2019).

## Connection to the Florida Transportation Plan (FTP)

The FTP is the single overarching plan guiding Florida's transportation future. It is updated every five years and is a collaborative effort of state, regional, and local transportation partners in the public and private sectors. The entirety of the FTP incorporates four elements for the vision, policy, performance, and implementation of the plan.

The FTP goal of Agile, Resilient, and Quality Transportation Infrastructure directly addresses resiliency. The six other goals also relate to resiliency. For example, the transportation system cannot be resilient unless it is also safe and secure, and alleviating disruptions in transportation infrastructure and operations serves to strengthen Florida's economy. The specific key strategy for resiliency is to identify and mitigate risks and aims to identify risks to the transportation system and the customers who use it. The FTP identifies a number of actions for addressing this strategy, including identifying vulnerabilities; expanding asset management decisions; adapting transportation planning, design, construction, and maintenance techniques; identifying and implement approaches to improve overall infrastructure and community resilience; developing a long-term approach to transition infrastructure and development away from vulnerable areas; and updating emergency management plans.

The Resilience Action Plan, required by Florida Statute, will help address implementation actions of the FTP as FDOT continues to enhance regulations and policy to improve community and infrastructure resiliency.

## Expectations for Community Engagement

This CEP outlines specific coordination and implementation activities as required by state law and are used as best practice. These activities are designed to implement FDOT's three-phase approach to community engagement: raising awareness, obtaining input to inform policy, and soliciting feedback on the draft plan. The input and feedback will be used to inform FDOT management and the final RAP.

During the course of the RAP development, all state and FDOT regulations, statutes, rules, and policies relating to community engagement will be followed for the purpose of raising awareness, obtaining input, and soliciting feedback. The next section reviews the state statutes that govern the RAP and several best practices for community engagement.

In addition, the FDOT Public Involvement Handbook provides techniques and methods to encourage meaningful public participation throughout the transportation decision-making process. The handbook is intended for use by FDOT staff, FDOT consultants, and any others interested in conducting effective community engagement. It provides guidance for developing and implementing effective community engagement activities that meet and may, in some cases, exceed federal and state requirements.

# STATE FRAMEWORK FOR COMMUNITY ENGAGEMENT

This section summarizes state requirements for community engagement as it relates to statewide planning.

## Overview of State Requirements

Community engagement for the RAP will be conducted in accordance with Florida Statutes, where applicable. State requirements for community engagement are listed in Table 1. Other state requirements for community engagement are shown in Table 2.

TABLE 1. STATE REQUIREMENTS RELATED TO RESILIENCE ACTION PLAN

REQUIREMENT (STATUTORY CITATION)	Actions to Accomplish the Requirement
Enhance partnerships to address multijurisdictional resilience needs as a goal of the plan. [Sec. 339.157(1)(c), F.S.]	FDOT will use best practices and policies to guide the community engagement process.
The Resilience Action Plan must include a provision of technical assistance to local agencies and modal partners on resilience issues related to the State Highway System and the deployment of local and regional solutions. [Sec. 339.157(2)(c), F.S.]	FDOT will employ best practice engagement tools and techniques to provide information to and gather input from local agencies and modal partners, and other partners as applicable regarding resilience issues.

TABLE 2. OTHER STATE REQUIREMENTS RELATED TO COMMUNITY ENGAGEMENT

REQUIREMENT (STATUTORY CITATION)	Actions to Accomplish the Requirement
Each agency shall give notice of public meetings, hearings, and workshops by publication in the Florida Administrative Register and on the agency’s website not less than 7 days before the event. The notice shall include a statement of the general subject matter to be considered. [Sec. 120.525(1), F.S.]	If determined to be needed, FDOT will ensure any meetings are noticed in the Florida Administrative Register and on the Resiliency website.
The agency is not permitted to conduct any proceeding otherwise subject to the provisions of Section 286.011, F.S., exclusively by means of communications media technology (CMT) without	FDOT will conduct hybrid (in-person and virtual) meetings in accordance with department policy as part of the RAP development.

REQUIREMENT (STATUTORY CITATION)	Actions to Accomplish the Requirement
making provision for the attendance of any member of the public who desires to attend. [Florida Administrative Code 28-109]	

### Overview of Best Practices

This section incorporates the lessons learned and the experience gained from previous statewide planning processes. This CEP reflects FDOT's longstanding best practices of community engagement emphasizing:

- Use an open and inclusive process to involve the public and partners early and often throughout the process.
- Engage in outreach opportunities throughout the process using a variety of mechanisms to reach as many partners and members of the public as possible.
- Reach out to partners at their regularly scheduled meetings and events.
- Target outreach to specific stakeholder groups such as resiliency coalitions and collaboratives.
- Consider community input and feedback throughout the plan development process.
- Participate in ongoing partnership-building to achieve improved coordination and consensus on many levels and among diverse interests.

# ROLES AND RESPONSIBILITIES

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This section documents the roles and responsibilities for implementing the CEP for FDOT staff.

## FDOT Staff

### **Office of Policy Planning (OPP)**

OPP has lead responsibility for all aspects of the RAP development. Their responsibilities related to community engagement include:

- Leading coordination activities with all statewide partner groups.
- Leading planning and preparation for statewide briefings.
- Periodically updating the FDOT Executive Board as well as Central Office and District Directors and Managers.
- Coordinating review and approval of the draft and final RAP document.

### **Technical Advisory Team**

A Technical Advisory Team (TAT) has been convened to include technical staff from Central and District program offices. Membership is shown in Appendix A.

The TAT will be tasked with reviewing all technical work in support of the plan development including recommendations, prioritization, and review of draft strategies.

OPP will lead and provide staff support for the TAT. The TAT will meet regularly via Teams virtual conference. The meetings will include the following agenda items:

- Status reports on the overall development process;
- Presentations from staff and consultants on technical issues related to the plan development; and
- Review of draft plan documents.

### **Other FDOT Offices**

Central and District Office responsibilities related to community engagement include:

- Collecting, documenting, and responding to input received from District staff and offices related to the RAP, and sharing this information with OPP.
- Assisting with regional and local coordination activities regarding community engagement, as needed
- Assisting with briefings and updates related to the RAP.

### **Other FDOT staff**

Other FDOT staff will assist in the following ways:

- **FDOT's Executive Board, Directors, and Intermodal Systems Development (ISD) Managers** will receive regular updates and have opportunities for input throughout the process. These internal groups will review and provide feedback on the draft RAP developed by OPP.

# OVERVIEW OF THE COMMUNITY ENGAGEMENT PROCESS

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Meaningful outreach to the community is achieved through a multi-step process. This is accomplished by employing multiple staff and ensuring many opportunities are provided for two-way communication between FDOT and interested partner agencies, resiliency advocacy groups, environmental groups, other stakeholder groups, and the public throughout the development of the RAP.

The activities described in this CEP are aimed at promoting awareness specifically for the RAP development and will be employed and maintained during the planning process. They are intended to maximize input and feedback opportunities from partners, stakeholders, and the public for this Plan.

## Statewide, Regional, and Local Coordination Activities

OPP will lead the coordination of all activities and will be responsible for identifying partners and developing outreach tools at the statewide level in conjunction with their FTP implementation efforts. Other FDOT Central Offices will support the coordination efforts as needed.

### **Identify Partners and the Public**

Partner coordination activities will encourage input, feedback, and support from as many partners as possible in developing the RAP. Partner groups with whom FDOT coordinates regularly or to whom they will reach out for this process are listed below. Other partner groups identified during the process will be added on an ongoing basis. Engagement techniques will be tailored for the different partners depending on the nature and interest of the groups.

- **State agencies and commissions** such as the Florida Department of Environmental Protection including the water management districts, Florida Division of Emergency Management, Florida Fish and Wildlife Conservation Commission, and Florida Department of Economic Opportunity.
- **Associations representing regional and local government resiliency interests** such as the Metropolitan Planning Organization Advisory Council [MPOAC], Florida League of Cities, Florida Association of Counties, Small County Coalition, and Florida Regional Councils Association.
- **Regional Resiliency Compacts, Coalitions, and Collaboratives** including Southeast Florida Regional Climate Change Compact, Southwest Florida Regional Resiliency Compact, Tampa Bay Regional Resiliency Coalition, Heartland Regional Resiliency Coalition, East Central Florida Regional Resilience Collaborative, Emerald Coast Area Resilience Collaborative, Northeast Florida Regional Resiliency Collaborative, and Apalachee Strong Regional Resiliency Collaborative.
- **Community and environmental organizations** such as 1000 Friends of Florida and The Nature Conservancy.
- **Statewide organizations representing modal partners** such as the Florida Airports Council, Florida Ports Council, and Florida Public Transportation Association.

- **Economic development, professional, business, and industry associations** such as the Florida Chamber of Commerce and Florida Council of 100.
- **Interested members of the public** for example residents, visitors, and businesses.

### **Develop and Implement Tools for Outreach**

OPP will develop tools that will be used to make partners and the public aware of the plan development, obtain input on topics and issues, and receive feedback on the draft plan. OPP will work with other FDOT Offices and Districts to identify other possible outreach opportunities.

### **FTP Environmental Partners Working Group**

The FTP Environmental Partners Working Group is a group convened by FDOT to provide input on long-range planning related to environmental opportunities and challenges. The group members represent a variety of environmental interest groups, including 1000 Friends of Florida, Audubon of Florida, Defenders of Wildlife, Florida Wildlife Federation, Sierra Club, The Nature Conservancy, and Trust for Public Land, and several state agency partners. This group will provide valuable input and feedback into the RAP development. OPP is responsible for organizing this group and providing staff support.

### **Partner Briefings and Targeted Outreach**

OPP is responsible for conducting briefings to statewide and regional partners throughout the process to make them aware of the RAP, obtain their input on key issues and potential policies, and take their feedback on the draft plan. OPP will conduct targeted outreach with the following statewide and regional partner groups to ensure their concerns and comments are captured and addressed.

- **State agencies and commissions** OPP will coordinate with these agencies as part of their regularly scheduled meetings and ad hoc as needed to brief them on the development of the RAP. Coordination with these entities will occur on a regular basis through staff-level briefings.
- **Associations representing regional, and local government resiliency interests.** OPP will coordinate with regional and local groups as part of their regularly scheduled meetings. Coordination with these entities will occur through staff-level briefings, presentations at regularly scheduled meetings, as requested, and invitations to participate in the statewide and regional workshops.
- **Regional Resiliency Compacts, Coalitions, and Collaboratives.** OPP will coordinate with these groups and conduct outreach throughout the process. Coordination with these entities will occur through staff-level briefings, presentations at regularly scheduled meetings, as requested, and invitations to participate in the statewide and regional workshops.
- **Statewide organizations representing modal partners.** OPP will coordinate with key modal association groups as part of their regularly scheduled meetings. Coordination with these entities will occur through staff-level briefings.



- **Economic development, professional, business, and industry associations.** OPP will conduct outreach to these groups, as requested, throughout the process. Coordination with these entities will occur through staff-level briefings.

### ■ ***Standard Presentation***

OPP will create and periodically update a standard PowerPoint presentation (with detailed speaker notes) describing the development process to ensure a consistent message to the public and partners when conducting briefings. In some cases, OPP will provide tailored content for specific partner meetings as needed or requested. OPP will document comments and input for each meeting. Standard presentation material will be made available through the Resilience Action Plan SharePoint site.

### ■ ***FDOT Resiliency Website***

OPP is responsible for maintaining the FDOT Resiliency website. The website will provide a full range of information related to the plan development process and serve as a comprehensive resource for the public and partners. The website will be used to share materials and announcements for meetings, briefings, and workshops. The Resiliency website is ADA Section 508 compliant and will be promoted via the FDOT website's Home Page, the OPP website, and Central Office and District email lists and social media outlets, where applicable.

### ■ ***Frequently Asked Questions Brochure***

A Frequently Asked Questions (FAQ) document will be created to provide answers to commonly asked questions during the development process. The brochure will be posted on the Resiliency website.

### ■ ***Email Updates, Event Notices, and Social Media***

An email contact management software will be used periodically to send updates and notices to those who express an interest in the development process to provide updates and current information regarding activities and opportunities for input relating to the RAP development process. Other email distribution lists may be used as needed to reach targeted groups for feedback. District staff will be encouraged to forward emails to their own mailing/contact lists, as appropriate. FDOT's Central Public Information Officer (PIO) and District PIOs may use social media accounts, including Twitter and Facebook, to share information and announce information on the development process.

### ■ ***Statewide Events***

Statewide events provide an opportunity to reach many people at one time. Statewide webinars may be convened at key points in the process to inform statewide, regional, and local partners about the status of the plan development. In adherence to state rule, a physical location will be provided to complement any virtual/electronic meeting.

### **Public Comment Period for the Draft Resilience Action Plan**

After initial review by the Governor's Office, the draft RAP will be released for public comment. It will be made available for review via the FDOT website for a minimum 10 days. Notice of the public comment period will be published using the website as well as other mechanisms. Comments will be accepted via an online survey in addition to in-person, phone, email, facsimile, or U.S. mail. Each comment will be reviewed to understand the remark and a response will be identified. All comments, along with the response and any actions taken, will be published on the FDOT website. Prior to release of the draft plan, a statewide webinar will be held to review the draft plan and launch the public comment period. Following the public comment period, final edits will be made and the final plan submitted to the Governor, the President of the Senate, and the Speaker of the House of Representatives no later than June 30, 2023.

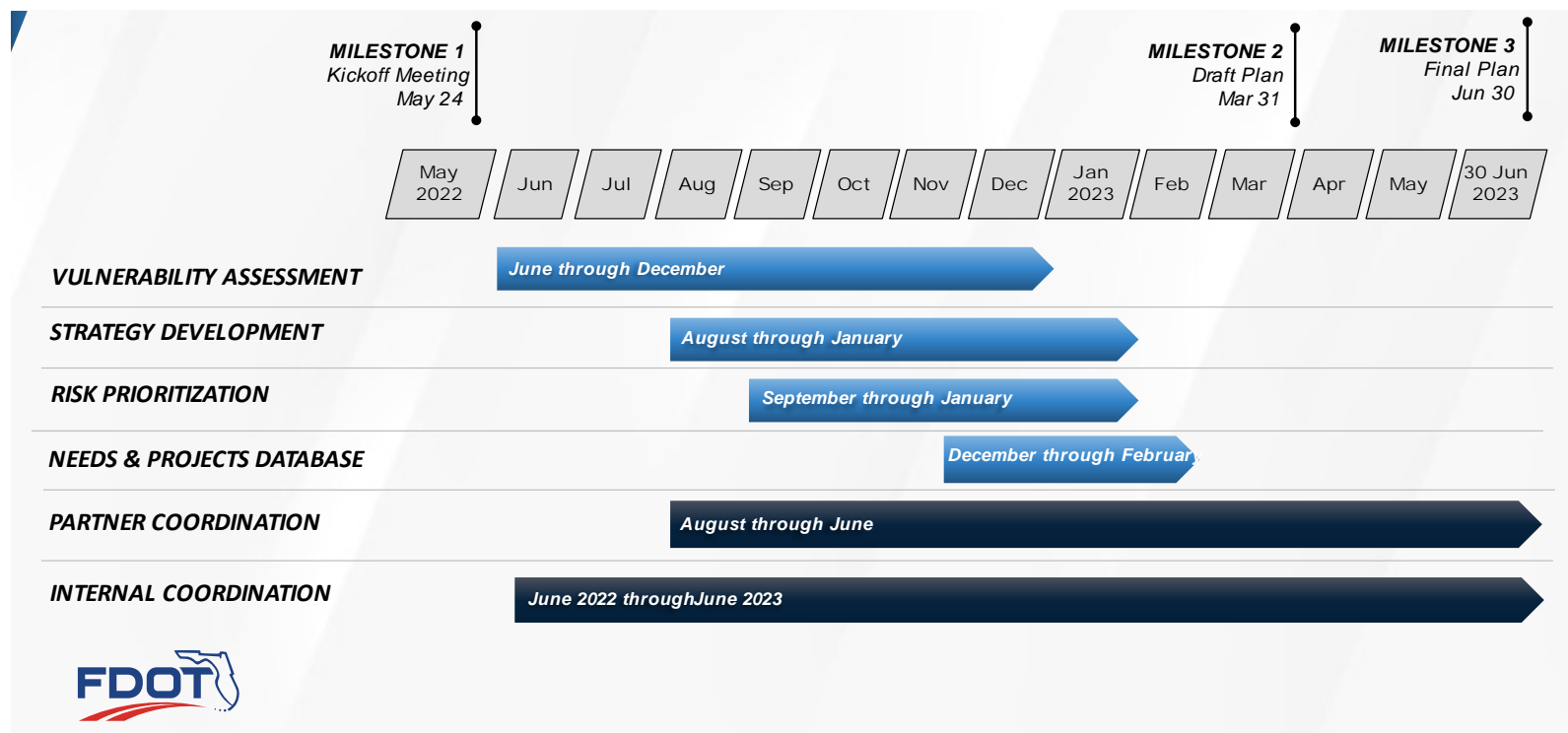
### **Outreach Tracker**

To support the distributive nature of briefings and provide consistent reporting of completed FDOT community engagement activities, a tracking mechanism will be used by OPP to track activity and dates; document the briefing purpose and participants; and summarize input, questions, and follow-up items. OPP will be responsible for providing an update to the Technical Advisory Team and leadership throughout the process. Reporting back regularly on community engagement activities encourages ownership in the activities and allows for meaningful insight that will shape the RAP.

# SCHEDULE AND KEY MILESTONES

Community engagement activities are anticipated to occur throughout the development of the Resilience Action Plan. A high-level outline of each project phase showing both technical and public engagement activities is shown in Figure 1.

FIGURE 1. KEY MILESTONES (SUBJECT TO CHANGE)



# APPENDIX A TECHNICAL ADVISORY TEAM MEMBERS

Office	Member
CO Policy Planning	Alison Stettner Dana Reiding Jennifer Carver
CO Civil Integrated Management	Christy Flickinger
CO Construction	Jason Russell
CO Emergency Management	Irene Cabral
CO Environmental Management	Jennifer Marshall
CO Forecasting & Trends	Thomas Hill
CO Freight & Rail Office	Holly Cohen
CO Maintenance	Scott Arnold
CO Roadway Design	Michael Shepard Jennifer Green Mary Jane Hayden
CO Safety	Lora Hollingsworth
Co Seaport Office	Lauren Rand Daniel Hubbard
CO State Materials	Charles Holzschuher
CO Systems Implementation	Jennifer King
CO Traffic Engineering & Operations	Fred Heery
CO Work Program & Budget	Sean McAuliffe Stefanie Maxwell
District 1	Sergio Figueroa Brent Setchell (Alternate)
District 2	David Tyler James Driggers (Alternate)
District 3	Ryan Adams Wesley Chevillot (Alternate)

Office	Member
	Joy Swanson Pleas (Alternate)
District 4	James Poole Brad Salisbury (Alternate, Engineering) Lois Bush (Alternate, Planning)
District 5	Suzanne Phillips Emily Schanker (Alternate)
District 6	Steven Craig James Nathaniel Pulido
District 7	Anthony Celani Ahmad Chehad (Alternate)
Turnpike	Carol Scott Erin Yao (Alternate) John Easterling (Interim Director, TE&O)