

Subregional Plan Consultation Meetings

MEETING AGENDA AND EXPECTATIONS

Agenda (1.5 hours)

The agenda below can serve as the starting point for preliminary consultation meetings:

Meeting Introductions - All	10 min
<ul style="list-style-type: none">• Round robin introductions	
Overview and Introduction – BCDC Lead	10 min
<ul style="list-style-type: none">• Regional Shoreline Adaptation Plan - purpose and SB 272• Subregional Plan and Consultation Process• Guidelines requirements – brief overview	
Preliminary Consultation Discussion - All	60 min
<ul style="list-style-type: none">• Local government starting point discussion• Benchmarking discussion and resource support	
Additional Consultation Brainstorm - All	10 min
<ul style="list-style-type: none">• Set initial goals for additional two meetings• Confirm next steps	

What to expect at the preliminary consultation meeting

Consultation meetings are a vehicle to build trust and relationships and provide transparent guidance to local jurisdictions as they develop Subregional Plans. Consultations provide an opportunity for local governments, plan partners, and BCDC staff to engage in dialogue and conversation about the initiation of Subregional Plans.

Time: Consultations should be 1.5 to 2 hours.

Location: BCDC staff will strive to participate in in-person meetings at the local government's location, when possible. In the event of a virtual meeting, BCDC can set up a Teams meeting, or the local government can set up the meeting if they have a preferred video conferencing platform.

Who Should Be There: Any designated Subregional Plan lead from the Notice of Intent to Initiate should participate. BCDC strongly recommends other members of the Plan effort participate where Plan leads think are appropriate. If unsure, please reach out to BCDC.

Agenda and Using Meeting Time: BCDC has an agenda that can be used for the preliminary consultation meeting. However, meetings should support local jurisdictions needs and items and/or time allocated can be adjusted as needed.

How to prepare for the preliminary consultation meeting

Prior to attending the preliminary consultation meeting, BCDC suggests local governments review this document, the Regional Shoreline Adaptation Plan, particularly section 3: Subregional Shoreline Adaptation Plan Guidelines, and complete the intake survey. Please share the intake survey back to BCDC at least a week before the preliminary meeting so that staff can use your input to help shape the first meeting. Additionally, it may be beneficial for the local government partners to be ready to share key questions, clarifications, or areas of support they might need from BCDC to facilitate an effective meeting.

Important reminders about consultation meetings

- ✓ Notes from these meetings will be available to local jurisdictions following the meeting and available upon request.
- ✓ These consultation meetings, any discussions surrounding such meetings, and any suggestions provided by BCDC staff do not constitute a plan or plan element “approval,” rather these consultation meetings are required prior to submitting a request for review and approval of a Subregional Plan pursuant to Section 3.5.1 of the RSAP Guidelines. Consultation meetings are intended to provide transparent markers (via milestones) of Subregional Plan progress with respect to consistency with the RSAP Guidelines, identify areas for BCDC and/or regional agency support and resources, and to offer clarity on requirements and expectations for aligning with the RSAP Guidelines.
- ✓ BCDC aims to be a partner with local governments in problem solving – however, we do not have all the answers, and we will be learning with you as the region undertakes, and evolves, its practices on sea level rise adaptation planning and implementation.

Note: Preliminary consultation materials may change as BCDC further develops its program and learns through engagement with local governments. Please visit [BCDC's Local Sea Level Rise Plans](#) page to learn more or email SubregionalPlan@bcdcc.ca.gov.