

Hello Denise,

As a follow-up to Secretary Pat Moulton's meeting with the House Government Operations Committee, I am providing you with the RPC work plans for the last three years. These work plans were attached to the ACCD/RPC contracts and include performance measures. The Results Based Accountability (RBA) format is now being used, starting in FY15. Outcomes for FY13 and FY14 are summarized below.

Please let me know if you have any questions or need additional information

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FY14 RPC Accomplishments

Information Gathering and Gap Analysis

All RPCs mapped existing mixed use, walkable "compact centers." For the first time in Vermont's planning history we now have a data layer that identifies all the places in Vermont that can be considered "compact centers" for the purposes measuring progress towards meeting the statewide planning goals

Regional Plan Updates

All RPCs developed progress plans and are now well on their way to addressing deficiencies identified in the independent review of regional plans and all aim to address substantive deficiencies by July 2016. By July 2015 all regional plans will have a land use map. The first regional plan addressing the all the targeted items is up for adoption next month.

Municipal Assistance

Numerical measures for municipal consultations were not consistently reported by the RPCs and not all RPCs understood the requirement for targeting the consultations due to occur in the contract period. There was also no clear standard for what constituted a "consultation" in FY14 and no reports on consultations were required. Based on this experience, we worked to improve the way this item is measured and reported in FY15. As a part of that effort, all RPC's submitted a consultation schedule that targets municipalities due for consultation in FY15 and this was attached to the FY15 contract.

Municipal Training

All RPCs conducted at least one training on Village Centers/Neighborhood designation and on Housing. While training surveys were not required in FY15, some RPCs submitted survey results and the municipal officials being trained indicated they learned useful information and many expressed appreciation for the opportunity to learn about the topic. Collectively the RPCs prepared the training

modules, conducted train-the-trainer sessions and presented each at statewide training venues.

Act 250 / Sec 248 Participation

All RPCs continue to participate in Act 250 and Section 248 regulatory processes to further the goals of the regional plans. RPCs commented on **79** Act 250 major applications statewide for projects. They commented on **39** Sec 248 applications that involved a hearing on energy infrastructure.

Other Activities

RPCs also assisted ACCD in outreach related to the 2014 legislative initiatives and began work on a format for annual compiling and reporting of the RPCs' core activities. The Annual Report will be available on September 30, 2014.

ACCD and the RPCs continued to work towards clear performance measures and reporting methods. RPCs took the initiative to prepare the FY15 Work Plan in an RBA format and worked with ACCD to develop a reporting system that is intended to produce consistent statewide results while enabling individual RPC accomplishments to be reported. We expect to apply this same framework in coming years, resulting in data that can be tracked over time and a streamlined contract and reporting process.

Overview of Performance Measures

Most RPC performance in FY14 measured in the "Best" category. RPCs received a "Better" category for the Progress Plan that needed to be revised and those RPCs that provided acceptable numbers but no narrative description for the Act 250/Sec 248 report.

Two regions did not meet the 80% measure for consultations with municipalities (this may be all or partially due to the unclear reporting expectations) and one region was not able to complete the housing training within the timeframe of the contract. For all three cases, we expect the incomplete activity to be addressed soon.

ACCD worked with two regions that submitted progress plans targeting regional plan updates after the acceptable time frame. Both RPCs revised the progress plans, arriving at an acceptable schedule for updating the regional plan.

FY 13 RPC Accomplishments

When we step back and look at what the RPCs achieved collectively over the past year, we see three major accomplishments under the purview of our contract with you:

- 1) Independent review of the regional plans
- 2) Consultations on statewide planning goals taking place in all member municipalities

3) All regions now engaged in Act 250/Sec 248 review

Additionally, the quantitative measures show that:

- Municipal plans are always reviewed by RPCs when requested
- Assistance was provided on more than 8 municipal implementation activities in every RPC
- All RPCs used the bylaw checklist to review local regulations (bylaws for 30 municipalities were reviewed statewide)
- At least 2 trainings for local officials under the 6 topics occurred and when surveys were submitted, respondents all indicated improvement in their knowledge
- EDs and staff consistently obtain training (all RPCs average over 3 training events/ person)
- Attendance at RPC meetings by municipal representatives is generally strong - over 60% of municipalities are represented at more than half the meetings in most regions.

For those RPCs that reported “needs improvement,” we will be sending a separate email to each, requesting follow-up on those measures as part of the mid-term report this winter. Targets were not met for:

- Attendance at RPC meetings – 4 RPCs have less than 60% of municipalities represented at half the meetings.
- Municipal Consultations – 3 RPCs did not complete all consultations by the end of FY13 (but all have plans to complete soon)
- Municipal participation in training – 1 RPC had less than 40% of municipalities attending the trainings
- Bylaw checklist – 1 RPC misunderstood the target and reviewed just one municipality’s bylaw