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July 15, 2008

TO: Members of the MAG POPTAC Ad Hoc Subcommittee

FROM: Tim Tilton, Phoenix, Chair

SUBJECT: TRANSMITTAL OF MEETING NOTICE AND TENTATIVE AGENDA

Tuesday, July 22, 2008 - **9:00 a.m.**
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue, Phoenix

A meeting of the MAG Population Technical Advisory Committee (POPTAC) Ad Hoc Subcommittee will be held at the time and place noted above.

Members of the POPTAC may attend either in person, by telephone conference call or by videoconference. If you are attending by audio or videoconference, you must make arrangements with Steve Gross at MAG and your site coordinator by the Friday prior to the meeting.

If you are driving, please park in the garage under the building. Bring your ticket to the meeting and parking will be validated. For those using transit, the RPTA will provide transit tickets for your trip. For those using bicycles, please lock your bicycle in the bike rack in the garage.

Pursuant to Title II of the Americans with Disabilities Act (ADA), MAG does not discriminate on the basis of disability in admissions to or participation in its public meetings. Persons with a disability may request a reasonable accommodation, such as a sign language interpreter, by contacting Anubhav Bagley at the MAG office. Requests should be made as early as possible to allow time to arrange the accommodation.

Please be advised that under procedures approved by the MAG Regional Council on June 26, 1996, all MAG committees need to have a quorum to conduct business. A quorum is a simple majority of the membership or 4 people for the MAG POPTAC Ad Hoc Subcommittee. If you are unable to attend the meeting, please make arrangements for a proxy from your jurisdiction to represent you. If you have any questions or need additional information, please contact Anubhav Bagley at (602) 254-6300.

TENTATIVE AGENDA

1. Call to Order

2. Call to the Audience

An opportunity will be provided to members of the public to address the MAG POPTAC on items not scheduled on the agenda that fall under the jurisdiction of MAG, or on items on the agenda for discussion but not for action. Members of the public will be requested to limit their comments to three minutes. A total of 15 minutes will be provided for this agenda item, unless the Chair of the POPTAC provides for an exception to this limit. Those wishing to comment on action agenda items will be given an opportunity at the time the item is heard.

3. Approval of Meeting Minutes of May 27, 2008

4. Census 2010 Participant Statistical Areas Program

The 2010 Participant Statistical Areas Program provides an opportunity to provide input on revisions to Census geography including Census County Divisions, Census Designated Places, Census Tracts, and Block Groups. MAG will be coordinating the Statistical Areas Program and staff will be serving as a liaison between MAG member agencies and the Census Bureau.

At the May 2008 meeting of the MAG POPTAC, members approved an outline of the roles/responsibilities of the various entities involved in PSAP. Since that meeting, MAG staff has been working on a draft MAG and MAG member agency PSAP process and schedule.

The Chair of the MAG Adhoc POPTAC, Denver Census Bureau geography staff, and

COMMITTEE ACTION REQUESTED

2. For information.

3. For information, discussion and approval of the minutes of May 27, 2008.

4. For information, discussion and possible action.

MAG staff met to review census tract and block group analyses, and reach agreement on renumbering tracts and boundary changes. A status report will be provided.

In order to receive statistically relevant Census and American Community Survey data, Committee members will be requested to approve recommended guidelines for census tract and block group optimum population. Please see Attachment One.

MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
POPULATION TECHNICAL ADVISORY COMMITTEE ADHOC SUBCOMMITTEE

May 27, 2008
MAG Office, Suite 200, Saguaro Room
302 North 1st Avenue
Phoenix, Arizona

MEMBERS IN ATTENDANCE

Tim Tilton, Phoenix, Chair	Thomas Ritz, Glendale
Harry Higgins, Scottsdale	* Matt Holm, Maricopa County
Wahid Alam, Mesa	* Chad Daines, Peoria
Jason Crampton for David de la Torre, Chandler	* Lisa Collins, Tempe

*Those members neither present nor represented by proxy.

OTHERS IN ATTENDANCE

Max Enterline, Phoenix	Rita Walton, MAG
Jack Tomasik, CAAG	Heidi Pahl, MAG
Howard Ward, Terra Systems SW	Jason Howard, MAG
Mark Hellfritz, Census Bureau	Anubhav Bagley, MAG
Jerry O'Donnell, Census Bureau	

1. Call to Order

Chair Tim Tilton called the meeting to order at 9:04 a.m.

2. Call to the Audience

There were no requests from the audience to address the MAG POPTAC Ad Hoc Subcommittee.

3. Approval of Minutes of April 22, 2008

It was moved by Harry Higgins, seconded by Wahid Alam and unanimously recommended to approve the meeting minutes of April 22, 2008.

4. Census 2010 Participant Statistical Areas Program

Heidi Pahl said that the 2010 Participant Statistical Areas Program (PSAP) gives jurisdictions an opportunity to provide input on revisions to Census geography including Census County

Divisions, Census Designated Places, Census Tracts, and Block Groups. Ms. Pahl said that at the April 2008 meeting of the MAG POPTAC, members reviewed a draft outline of the roles and responsibilities of the various entities involved in PSAP. Drawing attention to Attachment One, Ms. Pahl reviewed the roles and responsibilities of MAG member agencies, MAG POPTAC, POPTAC Adhoc Subcommittee, MAG staff, and Census Bureau staff. She explained that MAG is coordinating the PSAP and will be serving as a liaison between member agencies and the Census Bureau.

Tim Tilton emphasized the importance of each member agency being responsible for submitting to MAG their changes to block groups and census tracts and that it is incumbent on member agencies to make these changes. Tim Tilton added that MAG staff will be meeting in person with Census Bureau staff and himself to discuss boundary and numbering changes, previously discussed at POPTAC, to ensure a consistent and uniform approach for the PSAP. Concurring with Tim Tilton, Rita Walton added that MAG plans to organize workshops similar to the Boundary and Annexation Survey workshop to support the PSAP.

Tim Tilton inquired if the date for receipt of files for PSAP was known. Mark Hellfritz, from the Census Bureau informed that they were not sure yet. Jack Tomasik asked as to when the 120 day time period begin. Tim Tilton informed the group that the 120 day deadline starts as soon as the materials are received. Mark Hellfritz added that the files should be expected sometime in August/September of 2008.

It was moved by Harry Higgins, seconded by Thomas Ritz and unanimously recommended to MAG POPTAC to approve the roles and responsibilities of the various entities involved in PSAP.

Heidi Pahl discussed further questions regarding the Census 2010 PSAP with the Subcommittee and the Census Bureau representatives. She asked for clarification on the term “participants” listed on the Census Bureau’s web site timeline for PSAP. The Census Bureau representatives explained that all MAG member agencies would be providing information to MAG under the PSAP and MAG would forward the information to Census Bureau.

Ms. Pahl further inquired regarding MAG’s role in Tribal SAP. Mark Hellfritz informed the group that MAG would not have a role, unless the Indian Communities want MAG to participate. Rita Walton asked if the agencies would receive an advance notice prior to the receipt of the PSAP files. Mr. Hellfritz suggested that this should be discussed with Mr. Castagneri in the afternoon meeting.

The meeting adjourned at 9:30 am.