FAIRFAX COUNTY PLANNING COMMISSION
POLICY AND PROCEDURE COMMITTEE
WEDNESDAY, FEBRUARY 1, 2017

PRESENT: James T. Migliaccio, Lee District, Vice Chairman
Ellen J. Hurley, Braddock District, Chairman
Earl L. Flanagan, Mount Vernon District
Peter F. Murphy, Springfield District
James R. Hart, Commissioner At-Large
Timothy J. Sargeant, Commissioner At-Large

ABSENT: Janyce N. Hedetniemi, Commissioner At-Large

OTHERS: John C. Ulfelder, Dranesville District
Frank A. de la Fe, Hunter Mill District
Earl L. Flanagan, Mount Vernon District
Phillip A. Niedzielski-Eichner, Providence District
Karen A. Keys-Gamarra, Sully District
Jill G. Cooper, Director, Planning Commission
John W. Cooper, Clerk, Planning Commission
Bonifacio Taguding, Public Access Technology,
    Department of Information Technology (DIT)
Felicia Pickett, Public Access Technology, DIT

ATTACHMENT:
    A. Planning Commission Technology Upgrade Frequently Asked Questions

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Vice Chairman James T. Migliaccio called the meeting to order at 7:00 p.m., in the Board Conference Room, 12000 Government Center Parkway, Fairfax, Virginia, 22035.

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John W. Cooper, Clerk, Planning Commission, gave a presentation introducing new customized hardware and software for the purpose of converting the Planning Commission board books to an electronic version for iPads. The Department of Information Technology staff responded to Commissioners' questions and addressed their concerns.

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The meeting was adjourned at 8:00 p.m.
James T. Migliaccio, Vice Chairman

An audio recording of this meeting is not available. The date file can be reviewed in the Planning Commission Office, 12000 Government Center Parkway, Suite 330, Fairfax, Virginia 22035.

Minutes by: Inna Kangarloo

Approved: April 4, 2018

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John W. Cooper, Clerk to the
Fairfax County Planning Commission

PLANNING COMMISSION TECHNOLOGY UPGRADE
FREQUENTLY ASKED QUESTIONS

1. Will we still get paper copies of staff reports and correspondence?

2. When reviewing a staff report will I have to scroll through to find different sections and then scroll back to where I was?

3. Who do I contact if I need help?

4. Do I need to bring the iPad to meetings?

5. Can I take notes directly on staff reports and documents?

6. What happens if I lose or damage my iPad?

7. Will my personal email still be used for communication?

8. How will I know there something new to review?

9. What about last minute materials (i.e. Updated proffers or conditions from the applicant or staff?)