



**Task Force on Community Engagement
MINUTES**

**REGULAR MEETING
September 10, 2015**

The Task Force on Community Engagement convened in a regular meeting on September 10, 2015 at the Leadership Austin Conference Room, 1609 Shoal Creek Blvd, Suite 202, in Austin, Texas.

Facilitator Diane Miller, with Civic Collaboration, called the Task Force Meeting to order at 6:20 p.m.

Task Force Members in Attendance:

*Michael Clark-Madison, Margarita Decierdo, Richard Fonte (via video conference), Andrea Hamilton
Christopher Ledesma, Koreena Malone, Irfan Syed, Navvab Taylor, Sara Torres*

Staff in Attendance: Matthew Chustz, Jill Goodman, Larry Schooler

Facilitators in Attendance: Pat Korbus, Diane Miller

1. OPENING REMARKS

- a. Diane Miller provided an overview of the meeting agenda.

2. CITIZEN COMMUNICATION: GENERAL

- a. None

3. APPROVAL OF MINUTES

- a. The Task Force approved, by consensus, the minutes from the August 27, 2015 Task Force on Community Engagement (TFCE) Regular Meeting with one change to item 4b related to resigning members talking with their Council Member, strike the phrase “to discuss potential replacement.”
- b. The Task Force reviewed the meeting notes provided by the facilitator.

4. OLD BUSINESS

- a. CPIO Staff provided a briefing on utilizing NextDoor for outreach.

5. NEW BUSINESS

- a. The Task Force discussed the importance of public engagement and the desired outcomes of the Task Force
- b. The six working groups presented their draft questions, methods for gathering input and potential target groups to gather input from. Task Force members the provided feedback on the draft plans regarding any concerns or suggestions for improvement.
- c. As a group, the Task Force participated in a discussion regarding methods for gathering best practices. The Task Force also voiced concerns and advantages about utilizing the University of Texas at Austin students in the School of Information.
- d. Meeting Evaluation (standing agenda item) - The facilitators lead the TFCE members in an evaluation of the meeting.

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6. FUTURE AGENDA ITEMS

- a. Identify which workgroups are seeking input from masses and which from organizational leaders.
- b. Ratify questions and have information needed to launch process
- c. Workgroups begin to lay groundwork for launching the input-gathering process

7. ADJOURNMENT

Facilitator, Diane Miller adjourned the meeting at 9:40 p.m. without objection.

DRAFT