



**TASK FORCE ON COMMUNITY ENGAGEMENT
NOVEMBER 5, 2015, 6:00 – 7:00 PM
STREET-JONES BUILDING, ROOM 400A
1000 E. 11th STREET
AUSTIN, TEXAS 78702**

CURRENT TASK FORCE MEMBERS:

*Celso Baez III
Michael Clark-Madison
Margarita Decierdo
Richard Fonte
Joe Green*

*Andrea Hamilton
Chris Howe
Christopher Ledesma
Koreena Malone
Ken Rigsbee*

*Irfan Syed
Navvab Taylor
Sara Torres*

AGENDA

CALL TO ORDER – 6:00 PM

1. OPENING REMARKS

- a. Diane Miller, Task Force Facilitator with Civic Collaboration, will discuss the outline of the meeting.

2. CITIZEN COMMUNICATION: GENERAL

- a. Citizens wishing to speak will need to sign up ten minutes before the meeting is called to order. Citizen communications will be limited to the first five (5) speakers and each citizen communicator will be given three (3) minutes to speak. Everyone will provide a sticky note to write their input which will later be sent to all of the Task Force members.

3. APPROVAL OF MINUTES

- a. Consider approving the minutes from the Task Force on Community Engagement (TFCE) regular meeting on October 22, 2015.
- b. Review notes from the October 22, 2015 TFCE Regular Meeting

4. OLD BUSINESS

- a. Discussion and possible action on the progress of live Community Engagement surveys with analysis of current data.

5. NEW BUSINESS: Discussion and possible action on the following items

- a. Structure of TFCE final report.
- b. Structure for reporting non-survey data collection.

6. FUTURE AGENDA ITEMS

- a. Discussion of topics for future TFCE Meetings.
- b. Discussion of feedback and best-practices.

- c. Discussion of which City departments do engagement and level of skill and training.
- d. Discussion of current communication vehicles (AustinNotes, notices of public hearings) to understand effectiveness, requirements and protocols.

ADJOURNMENT

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days (48 hours) before the meeting date. Please call Matthew Chustz at the Communications & Public Information Office, at (512) 974-7270, Matthew.Chustz@austintexas.gov, for additional information; TTY users route through Relay Texas at 711.

For more information on the Task Force on Community Engagement, please contact Matthew Chustz at (512) 974-7270, Matthew.Chustz@austintexas.gov.