



**TASK FORCE ON COMMUNITY ENGAGEMENT  
NOVEMBER 19, 2015, 6:00 – 9:00 PM  
STREET-JONES BUILDING, ROOM 400A  
1000 E. 11<sup>th</sup> 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 November 5, 2015.
- b. Review notes from the November 5, 2015 TFCE Regular Meeting

**4. OLD BUSINESS**

- a. Discussion and possible action on the preliminary survey data of the Community Engagement surveys relating to online and virtual engagement.

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

- a. Staff from the Communications & Public Information Office (CPIO) will provide a briefing and answer questions from the Task Force regarding what has been done and ideas to improve online and virtual engagement.
- b. Seek agreement on areas for improvement related to online and virtual engagement.
- c. Meeting evaluation

## **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](mailto: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](mailto:Matthew.Chustz@austintexas.gov).