



**Task Force on Community Engagement  
MINUTES**

**REGULAR MEETING  
November 19, 2015**

The Task Force on Community Engagement convened in a regular meeting on November 19, 2015 at the Street-Jones Building, 1000 E 11<sup>th</sup> Street, Room 400A, in Austin, Texas.

Facilitator Diane Miller, with Civic Collaboration, called the Task Force Meeting to order at 6:00 p.m.

**Task Force Members in Attendance:**

*Celso Baez III, Michael Clark-Madison, Margarita Decierdo, Richard Fonte, Andrea Hamilton, Chris Howe, Koreena Malone, Ken Rigsby, Navvab Taylor, Sara Torres*

**Staff in Attendance:** Larry Schooler, Doug Matthews

**Facilitators in Attendance:** Diane Miller

**1. OPENING REMARKS**

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

**2. CITIZEN COMMUNICATION: GENERAL**

- a. One citizen spoke. Jeff Jack communicated concerns about sub-optimization and bias confirmation; quality versus quantity of information; accountability of not knowing what happened with their input; no weighting of input; and recommended making a list of the city's process and get people who participated to say what worked and didn't work as well as having meaningful metrics.

**3. APPROVAL OF MINUTES**

- a. The Task Force approved, by consensus, the minutes from the November 5, 2015 Task Force on Community Engagement (TFCE) Regular Meeting with one change, which is to indicate Koreena Malone was in attendance.
- b. The Task Force reviewed the November 5, 2015 TFCE Regular Meeting notes provided by the facilitator.

**4. OLD BUSINESS**

- a. Task Force members discussed the preliminary data of the community engagement surveys related to online/virtual engagement. The members came up with suggestions for communication and engagement as well as themes and discussion of data.

**5. NEW BUSINESS**

**a. Staff Briefing regarding improving Online and Virtual Engagement**

Doug Matthews and Larry Schooler provide a briefing about what the Communications & Public Information Office (CPIO) has done in the past, current initiatives and tools, as well as challenges or

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barriers faced. TFCE Members then had the opportunity to ask questions to CPIO staff and receive direct feedback.

**b. Improving Online and Virtual Engagement**

The Task Force members came up with priority areas for improving online and virtual engagement. The members then came up with ideas for how to improve online and virtual engagement.

**c. Meeting Evaluation (standing agenda item)**

The facilitators lead the TFCE members in an evaluation of the meeting.

**6. ADJOURNMENT**

Facilitator, Diane Miller adjourned the meeting at 9:00 p.m. without objection.

DRAFT