



**Task Force on Community Engagement
MINUTES**

**REGULAR MEETING
December 17, 2015**

The Task Force on Community Engagement convened in a regular meeting on December 17, 2015 at the Street-Jones Building, 1000 E 11th 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, Richard Fonte, Andrea Hamilton, Claudia Herrington, Chris Howe, Ken Rigsbee, Navvab Taylor, Sara Torres

Staff in Attendance: Matthew Chustz, Larry Schooler,

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. Natalie Gauldin, Director of Friends of Austin Neighborhoods (FAN) addressed the group and encouraged the Task Force to continue to distribute the Community Engagement Survey to renters and other underrepresented populations so that the results more fully represent the diversity of Austin. She advised that FAN would assist the Task Force in the distribution of the survey to attempt to gather a more representative sample of voices.

3. APPROVAL OF MINUTES

- a. The Task Force approved, by consensus, the minutes from the November 19, 2015 Task Force on Community Engagement (TFCE) Regular Meeting.
- b. The Task Force reviewed the November 19, 2015 TFCE Regular Meeting notes provided by the facilitator.

4. OLD BUSINESS

- a. Mike Clark-Madison reported on the preliminary results of the English-language community engagement survey, including topline from all respondents and cross-tabs for each of the stakeholder groups identified in question one. Task Force members reviewed and discussed the survey data and identified the specific needs that the responses revealed.

5. NEW BUSINESS

a. Workgroups report on what interests and unmet needs were heard.

Each of the Task Force Workgroups then provided a summary of the methods used and the input gathered from their specific focus area groups, which included business, civic and nonprofit groups, under-represented populations, neighborhoods, city department staff and Boards and Commissions.

b. Review survey data and identification of unmet needs.

The group discussed their major take-aways from this input process and identified the needs that should be addressed to improve the City's community engagement efforts. The group decided to extend all of the online surveys to allow for further distribution of the surveys to underrepresented groups.

c. Members report on top five insights from Bloomfire readings

The Task Force members decided to take this directly to their [Bloomfire](#) resource site and comment directly on their insights.

d. 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.