



**WINTER STORM REVIEW TASK FORCE
MINUTES**

**REGULAR MEETING
Friday, April 16, 2021**

The Winter Storm Review Task Force convened a videoconferencing meeting Friday, April 16, 2021 at City Hall 301 W. 2nd Street in Austin, Texas.

Patricia Bourenane, Task Force Liaison, called the Board Meeting to order at **11:02 a.m.**

Board Members in Attendance:

Rebecca Austin	Miriam Conner
Jeffrey Clemmons	Sareta Davis
Jonathan Franks	Aletha Huston
Manuel Jimenez	Kathryn Gonzales
Sally Van Sickle	

Board Members Absent:

Staff in Attendance:

Patricia Bourenane, Management Services

Welcome – Council Member Kathie Tovo welcomed the Task Force member.

Items for Presentation, Discussion and Possible Action:

1. NEW BUSINESS

**a. Discussion and action on Task Force’s listening session calendar and meeting format.
(Sponsors: Task Force Members Rebecca Austen and Sareta Davis)**

The Task Force discussed the following topics/requests:

- there was a request for Doodle Polls to gauge Task Force Members’ availability for listening session and a request for the Equity Office to provide facilitation support at listening sessions,
- request that the listening sessions be framed similar to recent Budget meetings hosted by the Equity Office,
- number of listening sessions,
- focusing the listening session by Council District and pairing two Council Districts per each listening session, however, inviting the entire community to sign-up to speak,

- amount of time to provide speakers (allotting 3 minutes but fluctuating depending on number of speakers signed up),
- utilizing other organizations', such as GAVA's input that they have gathered to create the report,
- SpeakUpAustin website created for gaining testimony (written, video, photo),
- request for the draft SpeakUpAustin website be provided to the Task Force prior to going live to the public, to test ADA compliance,
- provide language interpretation at the listening session, and
- outreach efforts to promote the listening sessions.

Patricia Bourenane, Task Force Liaison, informed the Task Force that the meetings would be virtual, that the SpeakUpAustin website would be made available in multiple languages and there would be outreach performed by the City about the listening session. In addition, she informed the Task Force that the Task Force has the option of drafting a final report or presentation to Council on its findings.

Task Force Member Sareta Davis made the motion that the Task Force hold five listening sessions, being 2 – 2.5hours. **Task Force Member Jeffrey Clemmons** seconded motioned. And the motioned passed 9-0.

b. Election of Task Force Chair and Vice Chair. (Sponsors: Task Force Members Rebecca Austen and Sareta Davis)

Patricia Bourenane, Task Force Liaison, informed the Task Force that the Chair and Vice-Chair would lead the Task Force meetings moving forward and would also be lead in developing the report/presentation to Council.

Task Force Member Sareta Davis nominated herself as Chair. The motion was seconded by **Force Member Rebecca Austen**. **Task Force Miriam Conner** made the motion to nominate **Task Force Rebecca Austen** as Vice Chair. Both motions passed 9-0. **Chair Sareta Davis** indicated that the entire Task Force will work together to create the final report.

- **Task Force Member Miriam Conner** asked if there could be debriefs following each listening session,
- **Task Force Member Aletha Huston** requested if transcripts would be available,
- **Task Force Member Sally Van Sickle** indicated modifying dates of the timeline,
- **Task Force Member Kathryn Gonzales** requested as a part of the accessibility, live captioning is preferred,
- **Task Force Member Miriam Conner** asked if the Equity Office could be involved,

Patricia Bourenane clarified that the final report isn't due until July 30, 2021 and the listening sessions need to conclude June 30, 2021. In addition, she confirmed that the meetings will be live captioning and she would make the request to Brion Oaks, Director of the Equity Office.

- **Task Force Members** indicated starting the last week in April for listening sessions and a week for outreach.
- **Task Force Member Jeffrey Clemmons** indicated that the Task Force members can reach out to organizations to participate.
- **Task Force Kathryn Gonzales** requested a direct website line/URL for the Task Force, one which is more user-friendly.
- **Task Force Member Sally Van Sickle** indicated it may be good to have a daytime listening session.
- **Chair Sareta Davis** indicated that the Task Force will meet once after each listening session.

Patricia Bourenane inquired the length of the listening session and Task Force Members indicated one hour.

- **Vice Chair Rebecca Austen** indicated that for each meeting there will be one scribe.
- **Task Force Member Jonathan Franks** indicated that after each meeting they need to circulate the meeting notes.

Patricia Bourenane indicated that the Task Force share meeting notes with her so she can circulate to the entire board.

- **Vice Chair Rebecca Austin** requested that the Equity Office participate in debriefs and if the City could utilize Zoom for these meetings, it would be preferred.

Patricia Bourenane indicated she would research the requests and follow-up.

Adjourn @ 11:45 a.m.