

# Citywide Public Involvement Standards Taskforce

**Wednesday, June 25, 2003**

5 PM – 7:00 PM, City Hall, 1221 SW 4<sup>th</sup> Ave., Lovejoy Room

**GOAL:** Hear report backs from constituency meetings, report from chairs of proposed task force structure, timeline, and map of types of City decision-making to clarify how task force could be organized.

## PROPOSED AGENDA

- 5:00 PM**                      **Welcome, Introductions**
- Review Agenda, Groundrules
  - Approve minutes of last meeting
- 5:05 PM**                      **Constituency meetings (11 held)**
- Goal: Update, begin identification of key areas of focus
  - Report from facilitators of constituency groups (3 min ea)
  - Key emerging themes
  - Surprises or new insights?
  - Observer comments (as applicable) (2 min each)
  - Summary (Brian Hoop)
- 6:05 PM**                      **Task Force structure and timeline**
- Goal: Agreement on structure and timeline
  - Overview of structure and roles
  - Steering meetings
  - Review and discuss timeline – does it need revision?
- 6:20 PM**                      **Process Issues**
- Goal: Decide process questions, prepare working groups
  - Review proposed task force mission and outcomes
  - Overview of remaining process issues, opportunity for additional input
- 6:35 PM**                      **Brainstorm Activities Mind Map**
- Goal: Update Map
  - What's missing?
  - Which activities are critical to focus on within our charge and timeline?
- 6:55 PM**                      **Wrap-up, Next Steps**
- Goals for steering meetings
  - Preparation for choosing working groups at July meeting
- 7:00 PM**                      **Adjourn**

**Next meetings:** 4<sup>th</sup> Wed., July 23 & Aug. 27, 5-7 PM, City Hall, Lovejoy Room