Meeting Date: **November 9, 2009**
CSAC members present: John Dutt, Scott Fisher, Mark Fetters, Carrie Lathers, Art Alexander, Amy Stephens
Others present: Jenny Scott

Topic	Discussion	Action/ Decision
Membership update	Michael Mock of the Water bureau was replaced on the committee by LeAnne Tumbaga; however, she was out sick for the meeting.	
Status report highlights	John reviewed the additional status report information gathered from bureaus. The committee is at the final report stage and is working on getting the draft back to bureau contacts for review before going to the Directors meeting with the report and then making the presentation to Council.	Art will follow up with Planning and Sustainability and John will work with Amy to get the Mayor's Office's information.
Report to council	Once final follow-up is complete, John will finalize the report and then send out to CSAC members for one more review. Then he will send it to the bureau staff who provided the information for their review, suggestions, additions. John is on the agenda for Bureau Director's meeting on December 3rd at 11:30am, where he will present the report. It's likely that we will get additional information from bureaus once Directions see the report. CSAC is on Council agenda for January 13 and Commissioner Fritz is going to introduce the report.	John asked for volunteers to present with him at Council. Jenny and John update the toolkit on the web site with information from selected status reports.
Next meeting	The next committee meeting is scheduled for December 14th.	