



Track 2: Community Engagement Task Force Work Plan

Remaining meetings (August 15, 22, 29)

MEETING #7– August 15, 2007

Focus: Review of CETF Draft #3 with consideration of comparison points / other practices matrix

Meeting Objectives:

- 1. Group discussion of CETF Report Draft 3 (incorporates discussions from previous meeting) including identification of report elements agreed upon, requiring further discussion or to be removed**

Meeting Inputs:

CETF Draft 3 (Draft 2 + synthesized results of meeting #6)
Completed Comparison Points/Other Practices matrix

Output:

Feedback on CETF Report Draft 3 content

MEETING #8– August 22, 2007

Focus: Review of CETF Draft #4 and discussion of elements needing further investigation

Meeting Objectives:

- 1. Group discussion of CETF Report Draft 4 (incorporates group discussions from previous meeting) concentrating on those elements as identified as needing further information or review (yellow) from Meeting #7**
- 2. Review Draft 1 of community outreach plan**
- 3. Presentation by outside speaker (NOTE: This is a place holder for a presentation by Dr. Fung. Dr. Fung has not gotten back on his availability.)**

Meeting Inputs:

CETF Draft 4 (Draft 3 + synthesized results of meeting #7)
Community Outreach plan Draft 1

Output:

Feedback on CETF Report Draft 4 content
Initial comments on preliminary community outreach plan

MEETING #9– August 29, 2007

Meeting Objectives:

- 1. Group review and approval of CETF Report to be made available to public through community outreach**
- 2. Review and approve community outreach plan**

Meeting Inputs:

CETF Draft 5 (Draft 4 + synthesized results of meeting #8)

Draft 3 of outreach plan with feedback from meeting #8 incorporated

Output:

Approved CETF Report for presentation through community outreach

Approved community outreach plan

CHARGE

- 1. Identify types of community organizations that the City should recognize as formal participants in its community engagement system.**
 - a. Consider all organizations that may participate in city improvement including both geographic (planning districts, neighborhoods, blocks) and non-geographic (business, ethnic, cultural, issue-specific) organizations.*
- 2. Develop a clear set of expectations about what these organizations should expect from the City and what the City should expect from these organizations as participants in the City's community engagement system.**
- 3. Describe the connection points between the City and these community organizations that would be needed to meet these expectations and support more effective participation.**
 - a. Consider both systems and practices.*
- 4. Develop alternatives for an improved organizational structure that supports the connection points and identifies responsibility for action.**
 - a. Review the strengths and weaknesses of the current structure.*
 - b. Consider national models and best practices.*
- 5. Describe the official support (financial or otherwise) necessary for this organizational structure to succeed.**
 - a. Consider national models and best practices.*