



Track 2: Community Engagement Task Force Work Plan

Remaining meetings (August 8, 15, 22, 29)

MEETING #6 – August 8, 2007

Focus: Charge #4 and refinement of Charge #1

Meeting Objectives:

1. Small group discussion on CETF Report Draft 2 overall content and structure with emphasis on recommendations for alternatives for an improved organizational structure for community engagement (charge #4)
2. Small group discussion identifying characteristics of community organizations to be recognized in the City's community engagement system
3. First review of other practices/comparison points handout

Meeting Inputs:

CETF Draft 2 (Draft 1 + synthesized results of meeting #5)

Other practices (comparison points) summary and supporting documentation from other cities

Work plan for remaining meetings

Output:

Feedback on CETF Draft 2 content

Initial comments on other practices/comparison points

MEETING #7 – August 15, 2007

Focus: Charge #5 and refinement of Charge #2

Meeting Objectives:

1. Small group discussion of CETF Report Draft 3 (incorporates small group discussions from meeting #6) with emphasis on resources necessary for this community engagement structure to succeed (Charge #5)
2. Small group discussion identifying expectations of City and community organizations in the context of resources
3. Review Draft 1 of community outreach plan

Meeting Inputs:

CETF Draft 3 (Draft 2 + synthesized results of meeting #6)

Community Outreach plan Draft 1

Output:

Feedback on CETF Report Draft 3 content

Initial comments on preliminary community outreach plan

*This work plan gives the task force a sense of the work through the end of August.
If necessary, adjustments will be made and communicated.*

MEETING #8– August 22, 2007

Focus: All Charges and refinement of Charge #3

Meeting Objectives:

1. Small group discussion of CETF Report Draft 4 (incorporates small group discussions from meeting) with the objective to be finalizing report recommendations
2. Review Draft 2 of community outreach plan

Meeting Inputs:

CETF Draft 4 (Draft 3 + synthesized results of meeting #6)

Draft 2 of outreach plan with feedback from meeting #7 incorporated

Output:

Feedback on CETF Report Draft 4 content

Comments on Draft 2 of community outreach plan

MEETING #9– August 29, 2007

Meeting Objectives:

1. Group review and approve 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 #7)

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

Output:

Approved CETF Report for presentation through community outreach

Approved community outreach plan

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If necessary, adjustments will be made and communicated.*