



Census 2020 Complete Count Committee Meeting #3

Durant Arts Center
June 27, 2019



Agenda

1. Welcome
2. Messaging Review
3. Intro to Subcommittee Management
4. Subcommittee Workplan
Development
5. Summary and Next Steps

Meeting objectives

1. Review messaging
2. Draft subcommittee workplans



Ground Rules

- Treat each other with respect
- Only one person speaks at a time
- Give everyone a chance to participate equally; avoid dominating
- Listen as an ally, not an adversary
 - Everyone should feel comfortable expressing their opinion regardless of differences
- Ask for clarification. Don't assume you know what someone means
- Do not characterize other people's views in or outside a meeting
- Turn off or silence all cell phones and mobile devices

A note about Sunshine Laws



Census 2020 Messaging

Summary of results from May 22 Complete Count Committee
Small Group Activity

Census 2020 Messaging

1. The Census brings **resources** into my community
2. Census data helps build a better **future**
3. Census responses are **secure/confidential**
4. Census data protects **voting rights**
5. Responding to the Census is my **civic duty**



Introduction to Subcommittee Management



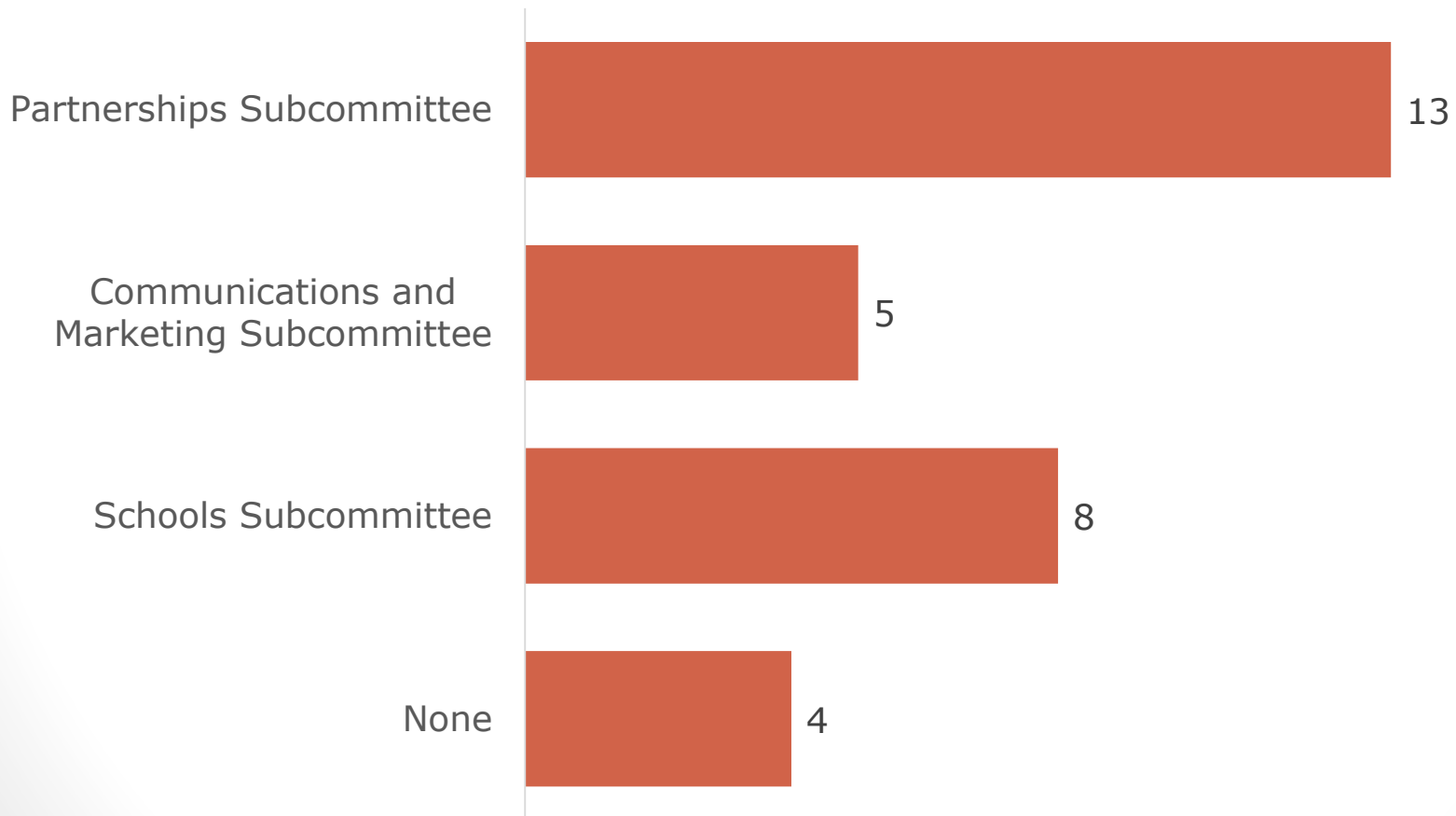
Subcommittee Work Plan Shell

- Purpose
- Subcommittee members
 - Subcommittee chair
 - Steering Committee representative
 - City staff representative
 - Record keeper
- Timeline
 - Major milestones
 - Work program schedule
- Responsibilities
- Communication and documentation strategy



Subcommittee Participation Survey

Subcommittee Participation Survey Results



Results as of 6/27/2019

Purpose

Describe the **purpose** and **main goals** of the subcommittee

(10 minutes)

Subcommittee Members

- Designate a **subcommittee chair** and **record keeper.**
- Discuss additional **leadership roles**

(10 minutes)

Timeline

- Describe how the subcommittee will support the **three phases** of CCC activity
- Identify **milestones** or **important events** relevant to the subcommittee
- Describe **recurring or ongoing tasks**

(20 minutes)



Communication and documentation strategy

- Describe how subcommittee members will **communicate**
- Describe how you will **document all communications**

(10 minutes)

Responsibilities

- Define and assign **subcommittee responsibilities**

(10 minutes)

Next Steps

- Revise workplan shell
- Facilitate subcommittee formation