TAC Community Outreach Subcommittee Meeting

February 19, 2021

4:00 pm – 5:00 pm

Recording: https://www.youtube.com/watch?v=ybNajBryCPA

Medium: WEBEX / Public Meeting .

Subcommittee Chair: Ms. Ashley Montgomery, **Vice Chair**, Director David Paylor, Ms. Katie Sallee ran **WEBEX,** Ms Shurui Zhang took the **minutes.**

4:00 pm   Introduction, roll call, members introduced themselves. A quorum was present.

4:09 pm   Ashley Montgomery read the COVID online meeting introduction

4:15 pm   Ms. Montgomery made a motion, Committee voted to continue the meeting.

4:18 pm

Ms. Montgomery started her presentation

Proposed to establish regular meeting schedule

Kristin Owen asked if there are more detailed descriptions of the phases of the Plan

4: 22 pm   Rear Admiral Phillips explained that a draft schedule has been passed to Subcommittee chairs, but that it is tentative and based on milestones identified in the RFP, which will be updated as the contractor decision is finalized, - focus on the Framework and on building a sustainable outreach and public planning process

4:27 pm   Back to Ashley Montgomery; establish the subcommittee goal; the message to empower localities to make informed decisions; allocating existing resources

4:34 pm   Director Paylor asked if the members should decide the goal of the subcommittee on the next meeting. Committee agreed - no vote.

Denise Nelson, Kristen Owen discussed if a shared drive is allowed.

Meryem Karad added that as the staff, she can help with sharing and compiling information passed on to her for the Subcommittee. That way the email trail is all tied to one person for FOIA purposes.

Jill Bieri asked if the subcommittee members include representatives from all PDC's; Is Someone from every PDC present, even if not from PDC Staff. Denise Nelson res, John Bateman added to the discussion about localities, and said that the rural coastal PDC's shared information all the time. MPPDC does not have a staff rep or a person from that region on the Subcommittee.

Discussion about who can take notes for future meetings, Chair will invite a Subcommittee member on a rotating basis.

Chair will ask members for three things before next Subcommittee meeting:

1) Recommendations on messaging, What is the message, to Whom does it go? And How is it related, transmitted?
2) Subcommittee members were asked to share the networks with whom they were connected and with whom they maintained connectivity
3) Subcommittee members were asked for recommendations as to whom else should be present on the subcommittee?

Discussion about the next meeting timing – Meryem Karad will send out a Doodle Poll to pick a standing date/time.

Public Comment was offered. No public comments were received.

4:57 pm Meeting adjourned