

Meeting Minutes

January 6, 2017

Community Engagement Work Group

Present: Kirk, Pooja and Shubhada, Cat

Unable to make it: Nu, Molly

1. Discussed upcoming Community Dialogue:
 - a. Agenda Proposal ideas:
 - i. Code Next: how does it impact the API community?
 - ii. How to engage/get involved with the AAQOL
 - iii. AAQOL Initiative
 - iv. Upcoming Bond
 - v. Arts and Culture Work Group feedback (AAQOL engagement)
 - vi. Health Work Group feedback
 - vii. Open table?
 1. Possible 'topic tables' specific to discussion themes above
 - b. Pooja will put together tentative agenda for Community Dialogue session
 - i. Kirk→budget discussion
 - ii. Pooja→Code Next discussion
 - iii. Molly→Initiative discussion
 - iv. Cat→Health Work Group
 - v. Shubhada→Arts and Culture Work Group
2. Discussed possible 'tag line' to incorporate into outreach material that can be translated for AAQOL materials
 - a. Current theme 'Global Heritage. Locally Lived.' →discussed concept, open to possibility of keeping tag line?
3. Work Group members will email completed Logic Model/Project Plan proposal for assigned goal for the year
4. Discussed proposal for new Commissioner on-boarding binder containing possible following items:
 1. *Current list of AAQOL members*
 2. *History of Commission*
 3. *Charge/Mission/Role of Commission*
 4. *Work Group info (share info on groups and their mission, expectation of joining a work group, reminder that minutes of group are public, etc)*
 5. *Include the Quality of Life research, background on the history of the project, how to access website for the QOL research, etc.*
 6. *General info on our employee liaison, Rey and their roles*

7. *List of partner QOL's*
8. *List of city departments*
9. *How to talk to the community about the AAQOL*
10. *How to talk to city council about priority issues for the AAQOL*
11. *Components of a resolution, perhaps a template and if possible, maybe some examples of past resolutions from the AAQOL?*
12. *How to request something be added to an agenda/info on what can be discussed in meetings and in what space*
13. *Tentative calendar of upcoming meetings for the year*
14. *List of community contacts*
15. *Any other expectations of the QOL member??*
16. *Social Media/online presence listing for QOL and how to access/engage*

To follow up on at February meeting:

1. AAQOL Commissioners connecting to one community leader in 2018 to foster more community engagement
2. Cat will forward agenda request to Vince for Community Dialogue discussion at upcoming AAQOL meeting