1) Call to Order
   a. Roll call
   Present: Lisa K., Kristian G., Michael S., Bo T., Mallory P., Cailin., Pastor Hoskins , Doug B.
   Absent: LaKiya is travelling

2) Approval of Previous Meeting Minutes

3) City Team Updates -15 Minutes
   1. Please review LaKiya's draft (attached)
      a. What we need from these partners 1) education and outreach for submissions 2) recruit budget delegates 3) get out the vote
      b. I suggest consider scheduling a training event for recruited partners so we are working towards a deadline
   2. Discuss- November 15 for submissions to be live and do a press push the 10 days leading up

4) Guest Presentations
      i. NA

5) Old Business Category (Decisions and Work Done) –5 min
   a. Committee Structure (**still need input from Kristian**)
      i. Outreach & Engagement & Event Planning -Pastor Hoskins, Bo, Lisa
         1. Structure how this is done
      ii. Communications -Lisa, Doug B.
         1. Community Orgs
         2. 3rd Party
         3. Key Objectives -Media, City Staff, Webpages, Social Media, Newsletters
      iii. Measurement & Accountability – Mallory, Cailin
      iv. Executive Committee – LaKiya & Michael
   b. Ward Specific Stakeholders List
      i. Share/brainstorm lists
         1. Compile master list with email-Mallory to create google doc
         2. Data: Calvin (Michael), KConnect (Bo), Johnson Center (Mallory), Commissioners (All)
   c. Communications Plan Draft continuation

6) New Business - 30 min
   a. Finalize decisions on outreach budget
   b. Rough timeline: * indicates that labor intensive item
      i. Email announcement – Friday 10/22
      ii. Media push announcement – week of 10/25
      iii. *Community partner agreement (RFQ sent) – Oct 28?
      iv. Community partner proposals due – November 5

     v.   *Community partner approval – November 11 (will get paid X days from then)

    vi.   *Submission form live – Nov 15

         Comments: Timeline does not provide sufficient time to reach and educate underserved communities about PB and the Process. Vote to keep the open date , but flexibility on the closing date if we don't see what we need.

   vii.   *Community partner training – week of Nov 15

  viii.   Public announcement of community training schedule – November 18

7) Committee Breakout (1 hour)
   a. Executive Committee
      i. Implement plan draft comments
      ii. Engagement Budget Draft finalization
   b. Outreach, Engagement & Event Planning
      i. Event coverage/support across team.
      ii. (From Lisa) Nervous about getting the word out to educate people what is coming. Outdoor events? Partner with existing outdoor events? 49507 project, GRAAAMF, Library events and DGRI events, Confluence and Art Prize
   c. Communications
      i. Doug B has offered to chair subcommittee
      ii. Distribution plan for flyers.
      iii. (From Lisa) Update website/media releases to provide information out to the community about PBC and how people were chosen, its purpose and what we are looking to do, and publicize access to this information through existing city channels and additional ones? GR Times, radio spots, door hangers, etc
      iv. Decision on Community Partners for Action – need clarity for press push
      v. Target Timeframe for Live Submissions
      vi. Ownership/Plan for Outreach Onboarding (content, coordination, etc)
      vii. Ownership/Plan for Flyer Distribution
      viii. Punch List for Media Push Next Week – for the breakout session
      ix. Talking Points
      x. Schedules for Spokespeople
      xi. Press Release
      xii. Media to Target
          >Start next week, Angelika will send out talking-points and press release to share with Communication Team

   d. Next Comms priorities:
      i. Script for animated overview video.
      ii. Social media content to activate channels
      iii. PBC connection for support on education/outreach strategy ⬚ to address #3 above
      iv. Communication Protocols for Equitable Outcomes

e. Measurement & Accountability Committee
    i. Measure how well we are engaging people

8) Committee Report (10 min)   3 org to nominate
    a.
    b. Executive Committee
    > Partner organizations: Doug M. will put the work scope developed into the agreement framework that exist for NMF. will send agreements out to the organization list we generate
    > They need to sing the agreement and will be up and running
    >Partner organization training with PBP-Doug M. is coordinating
    >Committee training as well
    We are reserving money for micro-grants
    - $10,000 @1,000 = 30 Orgs
    - Use these funds for residential groups
    Expectations/Goals:
    - Conduct Engagement
    - Sharing PBGR Information
    - Gather Feedback
    - Gather Demographics
    - Summary of Outreach and Engagement
    - Support get out the vote

    Discussion on Organization Nominations (partner organizations):
    Suggest that existing CDBG organizations are maybe a good start, there are 13 NA that got funding and are serving the neighborhoods of focus. Others?
    1. Baxter
    2. Creston
    3. East Hills
    4. Eastown
    5. Garfield Park
    6. Heritage Hill
    7. LINC
    8. Midtown
    9. Neighbors of Belknap
    10. Roosevelt Park
    11. Seeds of Promise
    12. South West Area Neighbors
    13. West Grand
    14. Oakdale Neighbors
    15. Realism is Royalty
    16. Creston NA
    17. Lions and Rabbits
    18. New City Kids

19. NWACP
20. NHBP
21. Anishinaabe Circle
22. Diatribe
23. Latina Network
24. UCC
25. AYA
26. Pride Center
27. NHBP
28. Hispanic Center of West Michigan
29. Covenant House Shelter

c. Outreach, Engagement & Event Planning
d. Communications
>Distribution: >Need a coordinated assigned locations to get flyers out
>Media to Target: >Starts next week, Angelika will send out talking-points and press release to share with Communication Team for feedback and send out

e. Measurement and Accountability
>How is residency verified without creating a barrier?
>Demographics not voluntary? Aids in determining equity & which questions
>Do we need a "I Certify" statement or conflict of interest?
>Feedback on wording for question regarding historical

9) Action Items
a. Executive Committee
b. Outreach, Engagement & Event Planning
c. Communications
d. Measurement & Accountability Committee
1)How will we measure if the ides submission is working

e. All
1)Determine FAQ Handling
2)Idea Tracking and ability to tell where the deficits are

10) Adjourn