



**NOTICE OF PUBLIC MEETING  
CALIFORNIA COMPLETE COUNT COMMITTEE  
CONTENT AND CITIZENSHIP WORKING GROUP  
DATE: AUGUST 31, 2018  
TIME: 1:00 PM-3:00 PM  
AGENDA**



Please take notice that on August 31, 2018 at 1:00 pm- 3:00 pm, the California Complete Count Committee, Content and Citizenship Working Group will hold a public meeting via conference call. This notice and agenda are available on the website link below, <https://census.ca.gov/>.

The call-in number is (877) 989-4934 and enter access code 42056340#.

To receive future notices for this working group, email [info@census.ca.gov](mailto:info@census.ca.gov)

For additional information, please contact Patricia Vazquez-Topete at [Patricia.vazquez-topete@census.ca.gov](mailto:Patricia.vazquez-topete@census.ca.gov) or (916) 852-2020.

The meeting is accessible to the physically disabled. A person who needs a disability-related accommodation in order to participate in the meeting may make a request by contacting Patricia Vazquez-Topete at (916) 852-2020 or sending a written request to that person at the California Complete Count Office located at 801 Capitol Mall, Suite 600, Sacramento, CA 95814. Providing your request at least (5) business days before the meeting will help ensure availability of the requested accommodation.

Board members are scheduled to be at the following locations, subject to change:

1910 W. Sunset Blvd. Suite 500  
Los Angeles, CA 90026

900 Bolyston St.  
Boston, MA 02115

3424 Wilshire Boulevard  
Los Angeles, CA 90010

1215 K St. Suite 1400  
Sacramento, CA 95814

444 N Rexford Dr.  
Beverly Hills, CA 90210



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**Meeting Purpose:** Develop content and recommendations for the October 1st Report to the Governor's Office

**Overall Objectives:** Discuss and come to agreement on Content and Citizenship working group content to be included in the Committee's Initial Report to the Governor, including: **purpose** of working group; specific **issues of concern** working group seeks to address; and **recommended outreach strategies** related to working group's purpose.

#	Time	Agenda Item	Notes
1	<b>1:00 PM</b>  10 min	<p><b>Opening Procedures</b></p> <ul style="list-style-type: none"> <li>• Chair will call meeting to order</li> <li>• Roll call by staff</li> <li>• Establishment of a quorum</li> <li>• Review of Working Group meeting procedures and meeting objectives</li> <li>• Agenda and materials review</li> <li>• Approval of previous Working Group meeting minutes</li> </ul> <p><i>Objective:</i> Clarify meeting roles and identify the day's goals</p>	<p><b>Lead:</b> Chair, Staff</p> <p><b>Handouts:</b></p> <ul style="list-style-type: none"> <li>- Working Group Information – <i>Revised</i></li> <li>- Agenda</li> <li>- July 30 Minutes</li> </ul>
2	<b>1:10 PM</b>  5 min	<p><b>Committee Initial Report to Governor – Context and Schedule</b></p> <ul style="list-style-type: none"> <li>• Review purpose and approach of report               <ul style="list-style-type: none"> <li>○ High level, <b>initial recommendations</b></li> <li>○ Committee member roles: providing expertise from their sector, geography and constituents</li> </ul> </li> <li>• Review report outline</li> <li>• Review report schedule</li> </ul> <p><i>Objective:</i> Gain understanding of report expectations</p>	<p><b>Presenters:</b> All Working Group Members</p> <p><b>Handout:</b></p> <ul style="list-style-type: none"> <li>- Complete Count Committee Process Plan for Report to the Governor</li> </ul>
3	<b>1:15 PM</b>  10 min	<p><b>Content for Initial Report to Governor: Working Group Purpose</b></p> <ul style="list-style-type: none"> <li>• Discuss Working Group purpose</li> <li>• Take public comment</li> <li>• Finalize purpose</li> </ul> <p><i>Objective:</i> Finalize the Group's <b>specific purpose</b></p>	<p><b>Presenters:</b> All Working Group Members</p> <p><b>Handouts:</b></p> <ul style="list-style-type: none"> <li>- July 2 and July 30 Minutes</li> </ul>



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4	<b>1:25 PM</b>  40 min	<p><b>Content for Initial Report to Governor: Specific Issues of Concern</b></p> <ul style="list-style-type: none"> <li>• Review concerns raised to date</li> <li>• Discuss concerns to include in report</li> <li>• Take public comment</li> <li>• Finalize concerns for report</li> </ul> <p><i>Objective:</i> Finalize <b>concerns</b> to discuss in report</p>	<p><b>Presenters: All Working Group Members</b></p> <p><b>Handouts:</b> – July 2 and July 30 Minutes</p>
5	<b>2:05 PM</b>  40 min	<p><b>Content for Initial Report to Governor: Recommended Outreach Strategies</b></p> <ul style="list-style-type: none"> <li>• Review content developed to date</li> <li>• Discuss recommended strategies to include in report</li> <li>• Take public comment</li> <li>• Finalize outreach strategies for report</li> </ul> <p><i>Objective:</i> Finalize <b>outreach recommendations</b> for report</p>	<p><b>Presenters: All Working Group Members</b></p> <p><b>Handouts:</b> – July 2 and July 30 Minutes</p>
6	<b>2:45 PM</b>  10 min	<b>Public Comment</b>	<b>Lead:</b> Chair
7	<b>2:55 PM</b>  5 min	<p><b>Next Steps</b></p> <ul style="list-style-type: none"> <li>• <b>Suggest Agenda Items for Future Working Group Conference Call</b></li> <li>• <b>Next Meeting Date</b></li> <li>• <b>Other</b></li> </ul>	<b>Lead:</b> Chair, <b>Presenters:</b> All Working Group Members
8	<b>3:00 PM</b>	<b>Adjourn</b>	<b>Lead:</b> Working Group, via motion

*Times are approximate and subject to change*