

**LIVINGSTON COUNTY
CENSUS 2020 COMPLETE COUNT COMMITTEE
AGENDA**

February 18, 2020

3:00 p.m.

John E. LaBelle Public Safety Complex
1911 Tooley Road, Howell, MI

Pages

1. CALL TO ORDER
2. MOMENT OF SILENCE FOR REFLECTION & PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF MINUTES 1
January 28, 2020
5. APPROVAL OF AGENDA
6. CALL TO THE PUBLIC
7. REPORTS
 - 7.1 Background Check / Member Update
 - 7.2 Community Connect - Update from Ann Robinson
 - 7.3 Census Project Assistant Position
 - 7.4 Communication Action Plan Presentation
8. DISCUSSION
 - 8.1 Questions, Answers, & Ideas Concerning Community Action Plan
 - i. Development and approve implementation of action plan
 - 8.2 Brainstorm Locations to Distribute Materials for Census Project Assistant
 - 8.3 Upcoming Community Events for Outreach
 - 8.4 Open Discussion & New Ideas

9. CALL TO THE PUBLIC

10. ADJOURNMENT

CENSUS 2020 COMPLETE COUNT COMMITTEE

MEETING MINUTES

January 28, 2020, 3:00 p.m.
John E. LaBelle Public Safety Complex
1911 Tooley Road, Howell, MI

Members Present: Douglas Helzerman, Kristi Cox, Matt Shane, Mary Helfman, Allison Nalepa
Members Absent: Kathleen Kline-Hudson
Others Present: Ann Robinson, Mike Hubert, Mona Shand, Holly Ward Lamb, Jerilee Cook, Ellen Lafferty, Kate DeRosier, Lori Pennula, Conchi Freund

1. CALL TO ORDER

Commissioner Helzerman called the meeting to order at 3:03 p.m.

2. MOMENT OF SILENCE FOR REFLECTION

3. PLEDGE OF ALLEGIANCE TO THE FLAG

All rose for the Pledge of Allegiance to the Flag of the United States of America.

4. ROLL CALL

Indicated the presence of a quorum.

5. APPROVAL OF MINUTES

Dated: January 7, 2020

Motion to approve the minutes as amended to include Others Present after Members Present.

Moved by: M. Shane

Seconded by: K. Cox

Yes: (5): D. Helzerman, K. Cox, M. Shane, M. Helfman, and A. Nalepa

Absent: (1): K. Kline-Hudson

Motion Carried (5 to 0)

6. APPROVAL OF AGENDA

Motion to approve the agenda as presented.

Moved by: K. Cox

Seconded by: M. Shane

Yes: (5): D. Helzerman, K. Cox, M. Shane, M. Helfman, and A. Nalepa

Absent: (1): K. Kline-Hudson

Motion Carried (5 to 0)

7. CALL TO THE PUBLIC

Ellen Lafferty, Chair of the League of Women Voters of Ann Arbor Area, Brighton/Howell Unit, introduced herself as well as Kate DeRosier they are presenting around the County on the Census.

Lori Pennula, Census Recruiter, introduced herself as well as Conchi Freund, Census Recruiter, they are attending in hopes to gain some useful information to aid in the recruiting process.

8. REPORTS

Commissioner Helzerman reviewed items distributed.

Ann Robinson announced there will be a Census 2020 table at Community Connect taking place on Saturday from 9 a.m - 2 p.m. at Parker Middle School.

Dianne McCormick will be presenting information at the closing of the HSCB Annual Meeting on February 7th.

Allison reviewed the ROAM Report on-line and reviewed hard to reach communities.

Mona Shand entered at 3:13 p.m.

9. DISCUSSION

9.1 Fliers

The group reviewed and offered suggestions for the fliers and information created and presented by Allison Nalepa.

Discussed how the fliers and information would be distributed throughout the County.

9.2 Website

Members reviewed the website [<https://www.livgov.com/census2020/>] created by Allison Napela and offered suggestions.

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- Add an example Invitation Postcard and an example Census Questionnaire
- Request Municipalities and Chambers of Commerce to provide and advertise a link to this website on their websites.
- Add what languages and accommodations will be available.
- Reviewed FAQ's

Mike Hubert entered at 3:43 p.m.

9.3 Potential Partners

Discussed logistics in partnering with schools. Mike Hubert suggested providing the schools with a plan providing targets and dates. The plan would be coordinated with other partners including the media and libraries.

Commissioner Helzerman stated that he and Allison will provide an actionable plan at the next meeting for the Committee to review and approve.

Krisit Cox offered to reach out to local landlords

Another potential partner would be the ministerial group.

9.4 Financing

Commissioner Helzerman announced that OLHSA has a \$7,000 grant to fund efforts of this Committee. He is currently working on posting one full-time position or two part-time positions, to be employed by OLHSA and funded by this grant. Ann Robinson has authority to spend the money. All invoices and costs will be processed by OLHSA.

10. CALL TO THE PUBLIC

Conchi and Lori, Census Recruiters, explained no a lot of recruiting in this area. The Census is hiring now through March any help in providing information to apply would be appreciated.

11. ADJOURNMENT

Motion to adjourn the meeting at 4:36 p.m.

Moved by: M. Shane

Seconded by: K. Cox

Yes: (5): D. Helzerman, K. Cox, M. Shane, M. Helfman, and A. Nalepa

Absent: (1): K. Kline-Hudson

Motion Carried (5 to 0)

Natalie Hunt, Recording Secretary