

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

March 9, 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
Minutes of Meeting Dated: February 18, 2020
5. **APPROVAL OF AGENDA**
6. **CALL TO THE PUBLIC**
7. **REPORTS**
 - 7.1 **Background Check / Member Update**
 - 7.2 **WHMI Interview**
Commissioner Helzerman
 - 7.3 **Census Project Assistants Update**
 - 7.4 **Community Action Plan Update**
 - 7.5 **Michigan Municipal League Be Counted 2020 Grant Application/Award**
8. **DISCUSSION**
 - 8.1 **Be Counted Grant Discussion**
 - a. Grant Disbursement Suggestions
 - b. Ideas to Improve Outreach

9. CALL TO THE PUBLIC

10. ADJOURNMENT

CENSUS 2020 COMPLETE COUNT COMMITTEE

MEETING MINUTES

February 18, 2020, 3:00 p.m.
John E. LaBelle Public Safety Complex
1911 Tooley Road, Howell, MI

Members Present: Douglas Helzerman, Allison Nalepa, Kristi Cox, Matt Shane, Mary Helfman, Ann Robinson, Jim McGuire

Members Absent: Kathleen Kline-Hudson

Others Present: Nancy Sauvage, Julie Multon, Karen McNally, Lori Pennala, Ellen Lafferty, Jennifer MacGillis, Holly Ward Lamb, Jerilee Cook, Kate DeRosier, and Ethan Hayes

Others Absent: Mike Hubert and Mona Shand

1. CALL TO ORDER

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

2. MOMENT OF SILENCE FOR REFLECTION & PLEDGE OF ALLEGIANCE

3. ROLL CALL

Indicated the presence of a quorum.

4. APPROVAL OF MINUTES

January 28, 2020

Moved by: M. Helfman

Seconded by: K. Cox

Motion to approve the minutes as presented.

Yes: (7): D. Helzerman, A. Nalepa, K. Cox, M. Shane, M. Helfman, A. Robinson, J. McGuire

Absent: (1): K. Kline-Hudson,

Motion Carried (7 to 0)

5. APPROVAL OF AGENDA

Moved by: M. Shane

Seconded by: A. Robinson

Motion to approve the agenda as presented

Yes: (7): D. Helzerman, A. Nalepa, K. Cox, M. Shane, M. Helfman, A. Robinson, and J. McGuire

Absent: (1): K. Kline-Hudson

Motion Carried (7 to 0)

6. CALL TO THE PUBLIC

Ellen Lafferty, League of Women Voters, shared an event will be held this Thursday at 6:20 p.m. in Hamburg and there will be a table for the Census at the event.

Mary Helfman shared that there will be an event at the Historical Courthouse in Downtown Howell celebrating Women's Suffragette Movement on June 14, 2020 from 10 a.m. - 2 p.m.

7. REPORTS

7.1 Background Check / Member Update

Allison Nalepa provided an update on the background check process and that the topic will be discussed at the Board of Commissioner's Personnel Committee meeting on Wednesday, February 19th.

7.2 Community Connect - Update from Ann Robinson

Ann Robinson shared that there was a table for this Committee at the Community Connect and Walk for Warmth events and that Lori Pennala, Census Recruiter, was there as well.

7.3 Census Project Assistant Position

Ann Robinson explained funding from Community Action is being used for this position. Interviews were held with Doug Helzerman, Allison Nalepa, and Ann. 2 Individuals will be recommended.

7.4 Communication Action Plan Presentation

Allison Nalepa presented the Communication Action Plan that will be distributed to Community Partners.

1. The Census is Coming - February 26th
2. Confidentiality Information and Assurance - March 4th
3. Community Organizations use funding based on Census Data - March 11th
4. Census Affects School Funding - March 18th
5. Pledge to Complete the Census - March 25th
6. Reminder - Census Day! - April 1st
7. Reminder - There's Still Time - April 8th

The Plan Packet will be distributed on or around February 21st and reminders will be sent each week.

8. DISCUSSION

8.1 Questions, Answers, & Ideas Concerning Community Action Plan

Discussed the importance of including Senior Centers.

Kristi provided a list of Housing Communities.

Reviewed the Action Plan material and provided feedback and recommendations.

Members were encouraged to contact Allison with any ideas.

8.2 Brainstorm Locations to Distribute Materials for Census Project Assistant

- WHMI
- Libraries
- Churches

- Senior Centers
- Love, Inc
- Salvation Army
- Rotary Groups
- Medical Facilities
- Insurance Agencies
- Realtors
- Chambers of Commerce

Allison displayed a list of locations/partners that are already on the list to receive communications.

8.3 Upcoming Community Events for Outreach

8.4 Open Discussion & New Ideas

9. CALL TO THE PUBLIC

None.

10. ADJOURNMENT

The next meeting is scheduled for March 9, 2020 at 3:00 p.m., location to be announced.

Moved by: M. Shane

Seconded by: M. Helfman

Motion to adjourn the meeting at 4:27 p.m.

Yes: (7): D. Helzerman, A. Nalepa, K. Cox, M. Shane, M. Helfman, A. Robinson, and J. McGuire

Absent: (1): K. Kline-Hudson

Motion Carried (7 to 0)

Natalie Hunt, Recording Secretary