

**CITY OF FOREST GROVE  
COMMITTEE FOR CITIZEN INVOLVEMENT  
COMMUNITY AUDITORIUM CONFERENCE ROOM, 1915 MAIN STREET  
TUESDAY, JUNE 15, 2010 - 5:30 P.M.**

Councilor Camille Miller

Michael Perrault (Chair)  
Mo Nkiwane  
Deborah Greenfield  
Sebastian Bannister-Lawler

Dennis Stoddard  
Josiah Bartlett  
Jennifer Davis  
Kristy Kottkey

All public meetings are open to the public and all persons are permitted to attend any meetings except as otherwise provided by ORS 192:

➔ Citizen Communications – Anyone wishing to speak on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. Each person must state his or her name and give an address for the record.

All public meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, at (503) 992-3235, at least 48 hours prior to the meeting.

**Attendees:**

Members: Deborah Greenfield, Dennis Stoddard, Josiah Bartlett, Sebastian Bannister-Lawler, Jennifer Davis,  
Absent: Mo Nkiwane, Michael Perrault, Kristy Kottkey  
City Staff: Jon Holan, Community Development Director  
City Council: Camille Miller (absent)

**Call To Order:** The meeting was called to order at 5:35 p.m.

**Minutes of Last Meeting:**

Deborah Greenfield made a motion to approve the minutes from May 18, 2010, and Josiah Bartlett seconded. Motion passed.

**Communication Inbox:** None.

**Business:**

1. Guest presenter, Rob Duvalle, Human Resources Manager and Public Communication Team leader, presented a power point presentation with the new Facebook page “City of Forest Grove”. Anna Ruggles and Bev Maughn were also present, and are also members of the Public Communication Team. Mr. Duvalle received positive feedback from CCI committee members. Mr. Duvalle talked about the role the Facebook website should play, and stated that anything official from the City of Forest Grove will be linked to the Facebook page. Mr. Duvalle explained that albums and events will be created. There followed a discussion whether CCI wants their own Facebook page, but the problem is that the CCI Facebook page would have to be monitored and who would be able to do that. Mr. Duvalle suggested that the CCI Facebook page be linked to the Forest Grove Facebook page, and perhaps all of the Boards and Commissions should be linked with the city’s Facebook page. It was suggested that CCI have its own link where the meeting minutes, goals, member’s

- duties and calendars could be listed. Mr. Duvalle stated that CCI can post their topics on the CCI Facebook page. Anna Ruggles said she will work on the link. The CCI members will be listed along with their pictures, so people can get in touch with CCI members with questions. This will be available soon. Mr. Duvalle went over the guidelines and principles as well as the targeted audience and goals of the Communication Plan. Mr. Duvalle stated that the Facebook page is still a work in progress, and any input or feedback is welcome. CCI members expressed their appreciation for the work the Communications Team has done.
2. National Night Out is on Tuesday, August 3, 2010. CCI plans to have a booth, but this needs to be discussed and a decision made about what CCI wants to present at the booth.
  3. Jennifer Davis made a motion not to hold the CCI retreat scheduled for June 19<sup>th</sup>, because many members would not be available to attend. Deborah Greenfield seconded. Motion was approved not to hold the retreat. The retreat is now tentatively set for Saturday, June 26, 2010. The venue is undetermined. Feedback is needed from the CCI members whether this will work for everyone.
  4. Set-up for each First Wednesday must be done before 3:45 p.m., or CCI could be ticketed. Mr. Holan suggested that the booth should start its set-up at 3 p.m., because it takes time to get everything ready.

**Next Meeting:** The next meeting will be held on June 15, 2010, at 5:30 p.m.

**Adjourn:** The meeting was adjourned at 6:50 p.m.

Respectfully Submitted  
Marcia Phillips  
City of Forest Grove Permit Coordinator