

Salina Complete Count Committee Action Plan



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I. Overview

The 2020 Census is fast-approaching and the City of Salina is already preparing to ensure a successful 2020 Census enumeration. The U.S. Constitution requires an “actual enumeration” or count of every person living in the county each decade and the U.S. Commerce Department’s Census Bureau is responsible for conducting the census. However, the federal government cannot do it alone and relies on states, cities, and municipalities like Salina to ensure each and every resident is accurately counted.

Note: All responses to Census Bureau surveys and censuses are confidential and protected under Title 13 of the U.S. Code. Under this law, the Census Bureau is required to keep respondent information confidential.

II. Complete Count Committee

The Complete Count Committee (CCC) is a volunteer committee established by the local governing body (City Commission) that typically includes a cross section of community leaders, including representatives from governmental agencies, education, business, religious organizations, community agencies, minority organizations and the media. The committee is charged with developing and implementing a 2020 Census outreach, promotion, recruiting, and enumeration assistance plan of action designed to target and address the needs of the community. Having a diverse cross section of community leaders is important in order to engage the entire Salina community and ensure the most accurate Census count possible.

On December 16, 2019, the City Commission adopted a resolution (No. 19-7786) to form a CCC for the City of Salina. The CCC will be effective until August 1, 2020 at which time the CCC will be disbanded. As part of the resolution, the City Commission has asked the CCC to create an action plan outlining all activities and efforts to reach all minority groups, with specific efforts and outreach around Hispanic, Vietnamese, Indian, Pakistani, and Filipino populations within the community. The City Commission has also recommended that all CCC meetings be made public with each meeting providing an opportunity for public comment.

The CCC’s action plan will be presented to the City Commission for review in February.

Community stakeholders participating in the 2020 CCC are:

- Salina Area United Way, Amanda Michaelis
- Child Advocacy and Parenting Services (CAPS), Lori Blake
- Saline County Health Department, Nicole Bruggman
- Greater Salina Community Foundation, *Pending*
- Salina Chamber of Commerce, LaCrista Brightbill
- One Salina, Brenda Gutierrez

III. 2020 Census Changes Impacting the Action Plan

For the 2010 Census the City of Salina created an action plan that involved engaging volunteers to educate the residents of Salina about the upcoming 2010 Census by going door-to-door with printed flyers explaining the importance of the upcoming 2010 Census and how to participate. Since the 2010 Census, there are three (3) major technological changes that will hopefully make informing and engaging the residents of Salina to participate in the 2020 Census more efficient.

The first technological change is the increased prevalence of social networking. Since 2010, the number of social network users has more than tripled worldwide according to Statista.com. In fact, in the United States many Americans are frequently engaged in multiple forms of social networking. The growth of social networking and social media makes it possible to disseminate information to a wide variety of people in quick and efficient ways.

The second technological change is the Census Bureau's introduction of online participation in the upcoming 2020 Census. The 2020 Census is the first Census in which people can participate online from the comfort and convenience of their home. The Census Bureau is hoping this new convenient option will increase participation.

The third technological change is the Census Bureau's introduction of mapping software that through statistical analysis can predict Census Tracts that will have Low Response Scores (LRS) and mapping software that will show live updates of response rates by Census Tracts after the 2020 Census commences on April 1, 2020. The first mapping advancement will allow the CCC to identify geographic areas within Salina that are most vulnerable to having low response rates and make special efforts to inform and motivate residents in those areas to participate (see Figure 1 below). The second mapping advancement will help the CCC monitor live updates showing which Census Tracts are having positive and negative response rates. This will allow the CCC to identify geographic areas that are having low response rates and create a strategic plan to work more with residents in these areas.

The next step is for the CCC to create an action plan to educate the residents of Salina about the upcoming 2020 Census and motivate every resident to participate in the Census. Below is a list of the five (5) phases of the 2020 Census and the associated action steps needed to ensure a successful enumeration of residents living in Salina. The first two phases have been completed (Preparation Phase and Organization Phase) and the last three phases are pending (Awareness Phase, Motivation Phase and Reminder Phase). The Reminder Phase is the final phase of the 2020 Census and is a reactionary phase. During the Reminder Phase the CCC will identify any Census Tracts with low response rates using the Census Bureau's Response Outreach Area Mapper (ROAM). ROAM is an online mapping program that presents live updates of response rates by Census Tract. This will allow the CCC to identify any Census Tracts

with low response rates and develop a plan to motivate residents in these areas to respond to the 2020 Census.

Note: Census Tracts are assigned to counties and not city limit lines as city limit lines are subject to change. Saline County has 12 Census Tracts, 10 of which mainly involve the City of Salina (see Figure 2 below). A Census Tract is a mostly permanent geographic area containing between 1,200 and 8,000 people. If a Census Tract grows beyond 8,000 people, it is split into two or more tracts and given extensions to their numeric code. Likewise if a Census Tract shrinks below 1,200 it is merged in with an abutting Census Tract and given a new numeric code.

IV. Road to the 2020 Census

The 2020 Census is executed in five (5) phases.

- A. Preparation Phase (Complete)**
- B. Organization Phase (Complete)**
- C. Awareness Phase**
- D. Motivation Phase**
- E. Reminder Phase**

Preparation Phase (Complete)

December 2017 – October 2019

- December 2017 – Deadline to register for Local Update of Census Addresses Program (LUCA). As a registered participant of LUCA, City staff dedicates itself to ensure that all 18,000 plus residential properties are accurately accounted for in the Census Bureau’s address database.
- January 2018 – Staff participated in LUCA training workshop in Topeka.
- March 2018 – LUCA participation materials mailed to registered participants.
- July, 2018 – The Census Bureau deadline for LUCA material change requests and replacement files.
- August 2019 – Feedback materials offered to participants after Census Bureau processing of LUCA Review updates.

- October 2019 – Staff deadline to appeal Census Bureau LUCA Review.
- December 17, 2019 – Census LUCA Appeals Office accepts all appealed addresses.

Organization Phase (Complete)

July 2019 – December 2019

- July 29, 2019 – Initial meeting with community stakeholders interested in participating on Salina's Complete Count Committee (CCC). The CCC is a volunteer committee established by the local government to increase awareness and motivate residents to respond to the 2020 Census to ensure the most accurate count possible.
- December 16, 2019 – The City Commission adopted a resolution (No. 19-7786) to form a CCC for the City of Salina. The CCC had its first organizational meeting on January 21, 2020 and will be affective until August 1, 2020 at which time the CCC will be disbanded.

Awareness Phase

January 2020 – February 2020

- CCC will create a Comprehensive Media Plan (CMP)
 - CMP will incorporate outreach to newspapers, radio, Facebook, Twitter, Instagram, Google Ads, Your City in Action, City View, TPEC Digital Sign, Video PSAs, SMS messaging lists, as well as flyers and posters displayed at key locations around the community.
 - CMP will be fully calendared with at least two (2) messages a week that will get pushed out on all City of Salina media platforms and forwarded to all Census 2020 partners who will then push the message out to their respective networks.
 - Focus will be given to expanding the CCC peer-to-peer network to keep Census messages in front of as many people as possible.
 - Each week will have a planned theme (why participate in the 2020 Census, how to participate in the 2020 Census, facts about the Census, etc...)
 - CCC will use messages and videos already produced by the Census and Kansas Counts for clarity and accuracy.
 - CMP will feature succinct messages on

- The importance and value of resident participation in the 2020 Census (designation of Congressional seats for Kansas, Congressional boundary redistricting and allocation of over 800 billion dollars in federal funds impacting local medical care, education, roads, public works and other vital programs...)
 - The privacy protections guaranteed by Chapter 13 of the U.S. Code, which ensures that all information obtained by the Census is confidential.
 - How to participate
 - Online.
 - By Phone.
 - By Mail.
 - CMP will include message postings varying from tri-weekly to monthly.
 - It is critical that all communication be unified to ensure clarity and reduce unintended confusion.
 - CMP will feature videos, graphics and messages produced by the Census Bureau and Kansas Counts.
- City Staff will work with the CCC to develop a webpage on the City of Salina's website for activities, information and events related to the 2020 Census and the CCC's work.
 - City Staff will work with the CCC to set-up a digital notification list on the City's website to make available regular e-mail updates.
 - CCC will focus on outreach to minority groups by:
 - Engaging churches and places of worship with Census information.
 - Engaging ethnic grocery stores and restaurants with Census information.
 - Engaging nonprofit organizations dedicated to serving minorities.
 - Seeking out and identifying individuals in the community that are connected to various minority groups.
 - CCC will work with Deb Wood with K-State Research and Extension to produce information content for their newsletter that is mailed to constituents.
 - CCC through the Salina Public Library will deliver handouts and information packets when they make homebound deliveries, child care deliveries and conduct story times at child care locations.
 - CCC will work with the City's Water Customer Accounting to send important 2020 Census information with upcoming water bills.
 - CCC will work with the City's Building Services Division to share important 2020 Census information by carrying information handouts in their vehicles to hand out to people they interact with in the public.

- CCC will work with the City's Community Relations Division to send and display important 2020 Census information at community events that they host or attend (e.g. the upcoming Fair Housing Seminar).
- CCC will work with Child Care Aware of Kansas to distribute information about the Census to local families.
- CCC will work with retirement homes and communities in Salina to distribute information about the Census to aging members of the community.
- CCC will work with the Salina Chamber of Commerce to send out emails and printed material to be posted at businesses and passed on to employees.
- CCC will work with local schools (USD #305, St. Mary's–Sacred Heart, Cornerstone Classical, KWU, KSU, etc...) to distribute information about the Census to families with children and adults in secondary education.
- CCC will work with the Salina Area United Way and their Volunteer Income Tax Assistance (VITA) program which serves about 1,600 people each year with incomes of \$54,000 or less. The program runs from February 3 – April 15.
- The Library on behalf of the CCC will print important information flyers to be available to the public.
- The Library on behalf of the CCC will host a Census Day event in which people from the public may come to the library computer lab to participate in the 2020 Census.
 - Library and CCC/Census personnel will be on hand to assist people that need assistance and to help answer any questions.
 - CCC will have a Spanish speaking interrupter present to assist Spanish speaking individuals.
- The Library on behalf of the CCC will educate staff to assist individuals with how to participate in the 2020 Census online.

Motivation Phase

March 2020 – April 2020

- CCC will continue general education, advertising and promotion of the 2020 Census through the CMP.
- CCC will participate in planned events and activities designed to bring awareness to the 2020 Census and motivate residents to participate.

- CCC will implement strategic targeting plan to inform and engage individuals in areas projected to have Low Response Scores (LRS).

Reminder Phase

May 2020 – July 2020

- CCC will continue general education, advertising and promotion of the 2020 Census through the CMP.
- CCC will monitor Community Census Response Rates.
 - Staff will use live updates of the Census Bureau's Response Outreach Are Mapper (ROAM) to monitor response rates within Salina.
 - Census Tracts with Low Response Scores (LRS) according to the live ROAM updates will be targeted with extra efforts to motivate residents to participate in the 2020 Census.
 - CCC will best identify why residents in the LRS areas are not responding and create a strategic plan to motivate residents in the LRS areas to respond to the 2020 Census.

V. Maps

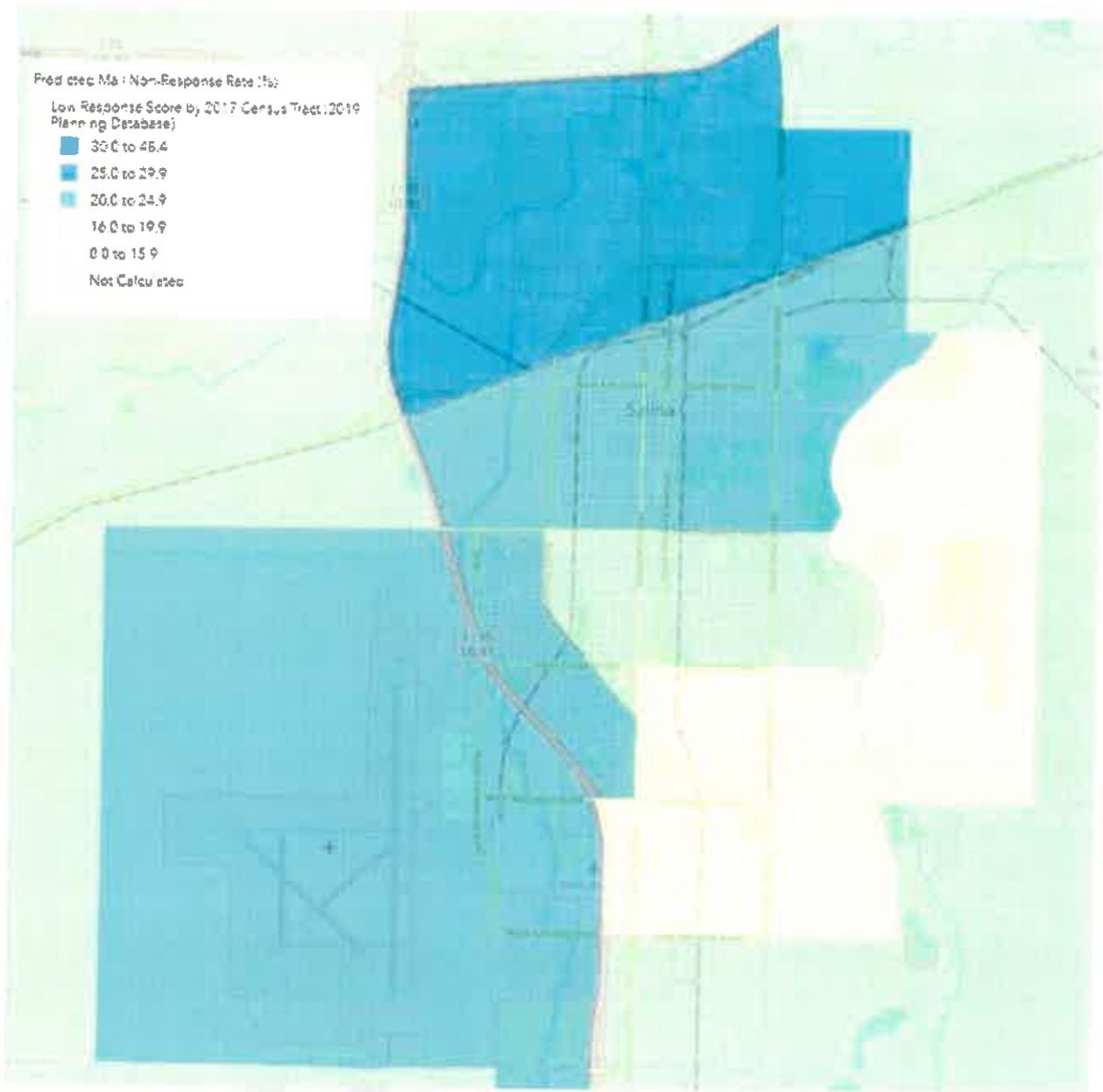


Figure 1 above shows Census Tracts that the Census Bureau is projecting will have Low Response Rates for the 2020 Census using their statistical modeling program

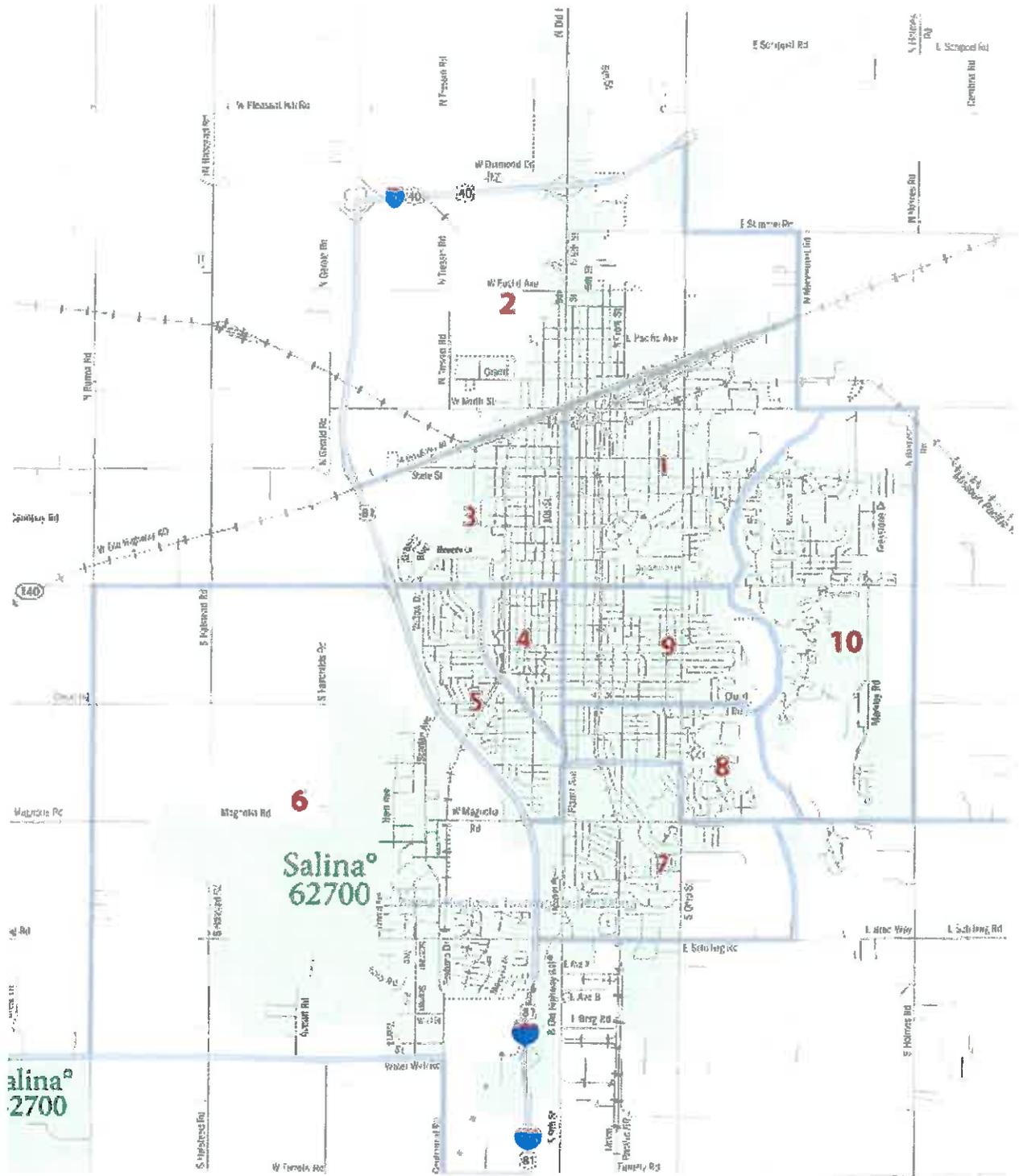


Figure 2 above shows Census Tracts for Salina

VI. You Can Help

The 2020 Census is around the corner and it is important that the City of Salina have an accurate count for the benefit of the community and the state of Kansas. Census data

is used by government officials and business owners to make important political economic decisions that directly impact our community. This action plan is a working document that will evolve and grow as the CCC goes through the process of bringing awareness to the Salina community about the importance of the 2020 Census and educating individuals on how they can participate. The CCC is currently working on identifying individuals and organizations connected to hard to count populations. Each CCC member brings a different network of individuals and organizations they are familiar with. The more we can grow our network of engaged individuals, the more successful we will be. Success of the census depends on community involvement at every level. The U.S. Census Bureau cannot conduct the 2020 Census alone and needs our help.

The Salina CCC had its first meeting on January 22, 2020 and is scheduled to meet the third Wednesday of every month at 3:00 PM in Room 105 of the City–County Building located at 300 W. Ash Street in Salina, Kansas. All meetings are open to the public and everyone interested in ensuring that the City of Salina has an accurate enumeration of its residents.

VII. Contacts

For further assistance or assistance with questions, please contact the following members of City staff:

Dustin Herrs, Planner II & Staff Liaison to the CCC

Email: dustin.herrs@salina.org

Phone: 785-309-5720.

Lauren Driscoll, Director of Community and Development Services

Email: lauren.driscoll@salina.org

Phone: 785-309-5720.

VIII. Appendices

- A. Comprehensive Media Plan (CMP)**
- B. Example Social Media Campaign Materials**
(Provided by Census and Kansas Counts)
- C. City of Salina Resolution 19-7786 (CCC Formation and Charge)**

Appendix #1:
Comprehensive Media Plan (CMP)

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Comprehensive Media Plan (CMP)

Method of Outreach	Phases	Date Time (TBD)	Cost
Press release	Awareness Phase Motivation Phase		
City webpage dedicated to the Census	Awareness Phase Motivation Phase Reminder Phase		Free
Salina Journal paper ad	TBD Pending \$		
Salina Online Journal ad	TBD Pending \$		
Salina Post Online ad	TBD Pending \$		\$200/month (interior section)
KSAL Online ad	TBD Pending \$		
Radio Rocking M Radio Ads on 1150 AM, 104.9, and others. Eagle Communications radio on 910 KINA, 99 KG and other shows	Awareness Phase Motivation Phase		Free Public Service Announcements (PSAs) as available
Radio interviews on the Clarke Sanders Show, Friendly Fire, and other shows	Awareness Phase Motivation Phase		Free
Eagle Communications Radio Ads on 99 KG, 910 KINA, 945.5	TBD Pending \$		\$450/month, must commit to three months (If PSAs are not an option)
Facebook Ads	Awareness Phase Motivation Phase		
Twitter Ads	Awareness Phase Motivation Phase		
Instagram Ads	Awareness Phase		

	Motivation Phase		
Google Ads	Awareness Phase Motivation Phase		
Your City in Action	Awareness Phase Motivation Phase		
City View	Awareness Phase Motivation Phase		
TPEC Digital Sign	Awareness Phase Motivation Phase		
Video PSAs	Awareness Phase Motivation Phase		Free
Video testimonials	Awareness Phase Motivation Phase		
SMS messaging lists	Awareness Phase Motivation Phase		Free Information will be shared digitally
Social media posts	Awareness Phase Motivation Phase		Free Information will be shared digitally

Partners

Saline County	Awareness Phase Motivation Phase		Free Information will be shared digitally
USD 305	Awareness Phase Motivation Phase		Free Information will be shared digitally
Salina Airport Authority	Awareness Phase Motivation Phase		Free Information will be shared digitally
Salina Public Library	Awareness Phase Motivation Phase		Free Information will be shared digitally
Salina Area Chamber of Commerce	Awareness Phase Motivation Phase		Free Information will be shared digitally
Salina Area United Way	Awareness Phase Motivation Phase		Free Information will be shared digitally
CAPS	Awareness Phase Motivation Phase		Free Information will be shared digitally
One Salina	Awareness Phase Motivation Phase		Free Information will be shared digitally

Appendix #2:
Example Social Media Campaign Materials

(Provided by the Census and Kansas Counts)

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Sample messages for partners.

Newsletters, blogs, social media, and emails are great ways to share information with your audience. Below are a few sample messages that you can drop into your communications to tell your community about the importance of the 2020 Census. These messages are intended to inform the audience about the census and should be used prior to April 1, 2020.

General messages.

The 2020 Census is fast approaching. Data collected in the census will inform the distribution of more than \$675 billion in federal funds to states and communities each year for things like infrastructure, health care, and food assistance. It's important that we all respond to shape the future of our communities. Learn more at 2020CENSUS.GOV.

###

Be sure to count everyone who lives in your home on your 2020 Census form. This includes babies and young children, who are often missed in the census. Not counting newborn babies and children impacts support for programs such as children's health insurance, hospitals, child care, food assistance, schools, and early childhood development. It is important to count all the babies and children in your home, even if they aren't related to you or are only staying with you temporarily. Learn more at 2020CENSUS.GOV.

###

Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics. They cannot be used against you by any government agency or court in any way—not by the FBI, DHS, or ICE. Learn more at 2020CENSUS.GOV.

###

Message for renters.

Beginning in mid-March 2020, you can respond to the census online, by phone, or by mail. Be sure to count everyone living or staying in your home, including newborn babies and young children, even if they aren't related to you or are only staying with you temporarily. No matter how you respond, your personal information is confidential, is protected by law, and can never be used to identify you. It can never be shared with law enforcement agencies or your property manager. Learn more at 2020CENSUS.GOV.

For more information, visit:

2020CENSUS.GOV

Shape
your future
START HERE >



Messages for college students.

The 2020 Census will influence community funding and congressional representation. Responding to the census is your chance to impact programs like Pell Grants, health care services, food assistance, and more for the next decade. Shape the future by responding to the 2020 Census. Learn more at 2020CENSUS.GOV.

###

If you live in off-campus housing that is not owned, leased, or managed by your college or university, you can respond online, by phone, or by mail beginning in mid-March 2020. You should count yourself at your off-campus address, even if you stay somewhere else during school breaks. Learn more at 2020CENSUS.GOV.

###

If you live in on-campus student housing or in another student housing facility that is owned, leased, or managed by your college or university, census takers will work with student housing officials to ensure that you are counted. You may be asked to complete an individual census form. Learn more at 2020CENSUS.GOV.

###

Message for group housing residents.

If you live in a group facility, like military barracks or shelters, census takers will work with a representative from your building to make sure you are counted where you live and sleep most of the time. They may ask you to complete an individual census form. Learn more at 2020CENSUS.GOV.

###

Message for faith-based audiences.

Your responses to the 2020 Census are safe, secure, and protected by federal law. Your answers can only be used to produce statistics, which help determine federal funding for things like food assistance, health care services, and Pell Grants. They cannot be used against you by any government agency or court in any way—not by the FBI, DHS, or ICE. The U.S. Census Bureau asks about race and ethnicity in the decennial census, but it does not collect information about religious affiliation. U.S. law prohibits the Census Bureau from requiring anyone to disclose their religious affiliation. Learn more at 2020CENSUS.GOV.

For more information, visit:

2020CENSUS.GOV

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2020 Census Short Messaging for State Complete Count Commissions (SCCCs) and Complete Count Committees (CCCs)

As a member of an SCCC or CCC, you're a leader in your community. To engage your partners and the public, you can use and distribute short messages to promote the 2020 Census and its benefits to your state or community. Encourage partners to include a blurb on utility bills, lottery tickets, store receipts, or any other public-facing materials. You can use or tailor the examples below—some are educational, and some are motivational. Be creative!

Bills (utilities, doctors, clinics, etc.)

Invest in your health. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Have a say in your services. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

- Pay your bills.
- Complete your census form.

A few minutes will pay off for the next 10 years. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Shape your community. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Shape your parks, your health care, and your community. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

Connect with us **@uscensusbureau**
For more information: **2020CENSUS.GOV**

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United States
Census
2020

Store receipts

Shape future business investments. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Shape our plans for future stores. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Support small businesses. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

Lottery tickets

Shape your future. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Shape the distribution of \$675,000,000,000 in annual public funding. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Shape your schools. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

Shape the numbers. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

Miscellaneous (gas pumps, restaurant menus, etc.)

Invest in our roads. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

###

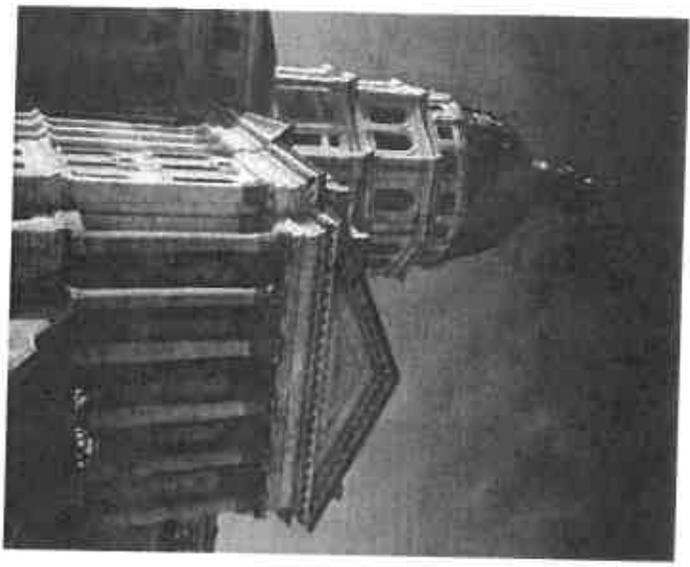
Shape your future and your family's future. Participate in the 2020 Census. Visit **2020CENSUS.GOV** to learn more.

Connect with us @uscensusbureau
For more information: **2020CENSUS.GOV**

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United States
Census
2020

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Quick Facts About the census

- Population numbers derived from the decennial census are used to distribute over 6 billion dollars in federal funds to Kansas every year.
- Every uncounted person costs the state of Kansas approximately \$2,082 in federal funding.
- Census data is used to determine federal, state and local voting districts.
- Government, businesses and other stakeholders use census data for infrastructure and transportation planning; emergency preparedness, disaster relief, education funding, health tracking and disease control, and a multitude of other things.
- Businesses and government agencies consider population trends when choosing places to locate, which in turn boosts economic growth.
- As the census is only a once-every-10-years process, it is crucial to get the count right. If Kansas is undercounted we will be shortchanged for a decade.

Appendix #3:
City of Salina Resolution 19-7786

(CCC Formation and Charge)

DRAFT

RESOLUTION NUMBER 19-7786

A RESOLUTION CREATING A COMPLETE COUNT COMMITTEE FOR THE PURPOSE OF INCREASING COMMUNITY AWARENESS OF AND PARTICIPATION IN THE 2020 U.S. CENSUS AND PROVIDING FOR ITS MEMBERSHIP, APPOINTMENT, TERM AND PROCEDURES.

WHEREAS, April 1, 2020 will mark the 230th year since the first U.S. Census taken in 1790 and Article I, Section 2 of the U.S. Constitution mandates that a nationwide census be conducted every 10 years for the purpose of apportioning representation among the states in the House of Representatives; and

WHEREAS, the 2020 U.S. Census will describe the Nation and the communities that local governments serve by determining how many people live in each community, where they live, how they are housed and their social needs; and

WHEREAS, many federal and state program funds are distributed to local governments based on population, age, income and other census statistics; and

WHEREAS, a complete and accurate count of its residents will benefit the City of Salina by helping the City and its residents to establish long-range community plans, develop capital improvement programs, plan for new schools and other public facilities and target social service and housing assistance programs to the areas where they are most needed;

WHEREAS, Census officials have recommended that Salina create a committee to be known as the "Complete Count Committee" that would actively involve leaders from a cross section of the community to plan and implement a local promotional campaign;

WHEREAS, the activities of the Complete Count Committee would enhance the Census Bureau's outreach and publicity efforts by spreading the census message directly to the local community;

WHEREAS, members of the Complete Count Committee would engage other community stakeholders and the public at large to increase awareness of and participation in the census;

WHEREAS, Salina Area United Way, CAPS (Child Advocacy and Parenting Services), Saline County Health Department, Greater Salina Community Foundation, Salina Area Chamber of Commerce, and One Salina have been identified as community stakeholders who have the interest, expertise, network, time and resources to actively participate and further the mission of the Complete Count Committee; **SO NOW, THEREFORE,**

BE IT RESOLVED by the Governing Body of the City of Salina, Kansas:

Section 1. The Complete Count Committee (the "Committee") is hereby created to plan and implement local publicity and outreach activities which will make the citizens of Salina aware of the 2020 census and encourage complete participation in the counting effort by everyone in the community.

Section 2. The Committee will consist of representation from the identified community stakeholders, including: Salina Area United Way, Child Advocacy and Parenting Services (CAPS), Saline County Health Department, Greater Salina Community Foundation, Salina Area Chamber of Commerce, and One Salina.

Section 3. The Committee shall consist of no less than six members, with each member representing and being appointed by one of the identified stakeholders.

Section 4. Members of the Committee shall serve without compensation.

Section 5. Members of the Committee shall serve until August 1, 2020 at which time the Committee's term of existence shall end unless extended by the governing body.

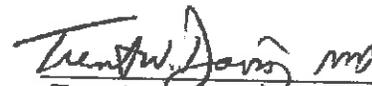
Section 6. The Committee shall elect one of its members as chair for the term of the Committee. The chair shall preside at all meetings of the Committee. The Committee shall elect, in the same manner and for the same term, one of its members as vice-chair who shall act as chair in the absence of the chair. Staff from the City's Community and Development Services Department will keep a record of all proceedings of the Committee.

Section 7. In addition to its general role described in Section 1, the Committee is specifically charged with identifying contacts, activities and efforts to reach all minority groups, with specific efforts and outreach around Hispanic, Vietnamese, Indian, Pakistani, and Philippine populations within the community.

Section 8. The Committee will present an action plan to the Governing Body by February 1, 2020 detailing planned activities, including those efforts designed to reach the minority groups referred to in Section 7.

Section 9. All meetings of the Committee shall be made public with advertisement in the paper and each meeting shall include opportunity for the public to speak.

Adopted by the Board of Commissioners and signed by the Mayor this 16th day of December, 2019.


Trent W. Davis, M.D., Mayor

ATTEST:


Shandi Wicks, City Clerk, CMC