

# Steering Committee Orientation

Monday, December 18<sup>th</sup>, 2017

6:30 p.m. – 7:30 p.m.

Calabazas Branch Library

1230 S. Blaney Avenue

## Agenda

### 1) Welcome

*District 1 Council Office*

Meeting was called to order at 6:30 p.m.

Attendees: Ramona Snyder, Jeff Englander, Steve Ling, Frank Ponikvar, Doris Livezey, Charlsie Chang

D1 Staff attending: Jerad Ferguson, Rose Dhaliwal

Absent: Helen Dubois

### 2) Presentation by District 1 Council Office

- a. Timeline & Process
- b. Steering Committee Roles & Responsibilities
- c. Project Eligibility Criteria
- d. Project Proposal Categories
- e. Budget Delegate Roles & Responsibilities
- f. Voting Criteria

### 3) Select a Chair & Vice Chair

Ramona Snyder was nominated and voted in as Chair

Jeff Englander was nominated and voted in as Vice Chair

\*Chair & Vice Chair will serve as the primary points of contact between the Steering Committee, District 1 Council Office, and District 1 Leadership Group

### 4) Next Steps

- a. Establish project proposal categories
- b. Establish idea submission protocol
- c. Proposal Vetting criteria

- d. Voting Process & Voter Criteria
- e. Recurring schedule for future meetings
- f. Outreach plan

Members began discussing potential project proposal categories, voter criteria, and outreach. D1 Staff gave examples from proposals done in District 3. Members liked these categories but will consider the various options available and finalize at the next meeting.

## 5) Questions/Comments?

Next meeting will be on Monday, January 8<sup>th</sup>, 2018 at 7pm at West Valley Library to discuss the upcoming budget workshop, finalize details for the process, and set up a recurring meeting schedule.

Meeting was adjourned at 8:00 p.m.

For questions or concerns, please email [district1@sanjoseca.gov](mailto:district1@sanjoseca.gov) or call (408) 535-4901.

Additional information on District 1's Participatory Budgeting can be found at [www.d1decides.com](http://www.d1decides.com).