

**PGDP Citizens Advisory Board
Community Outreach
Meeting Summary
July 12, 2005 * CAB Office**

CAB Members Present: Barry Eadens, Chair
Allen Burnett

Support Staff Present: Jeannie Brandstetter

The meeting was called to order at 6:15 p.m.

Agenda Items

- Membership
- Speakers Bureau Presentation Update
- Speakers Bureau Survey – Janet Miller – Approved, with space added for “comments.”
- Web Site Update
- Workplan Updates/Reports
- Next Month’s Agenda
 1. Membership
 - Media campaign – press releases, advertisements, radio news shows
 2. Speakers Bureau Update
 - Potential audiences – Optimists, Rotary, Lions, Woman’s Club, Interracial Women’s Group
 - Air date on PCC Channel 2?
 - Show on Web site?
 3. Web Site Update
 4. Television Commercial
 5. Workplan Updates/Reports
 6. Next Month’s Agenda

The meeting adjourned at 7:25 p.m.

Action Items

1. Staff will e-mail Board members to alert them that footage for a television commercial will be shot at the July 21 Board meeting and at the July 26 Executive Committee Meeting. *Complete, July 14.*
2. Staff will add additional text to print ads before scheduling them. *Complete, July 13.*
3. Staff will add Mr. Eadens’ quotes to press release before distribution. *Complete, July 13.*
4. Staff will provide a list of run dates and associated costs for print ad campaign to Mr. Eadens by July 21. *Partially complete, July 21.*
5. Staff will e-mail Rachel Blumenfeld’s contact information to Mr. Eadens. *Complete, July 13.*
6. Staff will provide approximate cost of television commercial to Mr. Eadens by July 21. *Complete, July 18.*
7. Staff will have the speakers bureau survey printed and ready to be handed out. *Complete, mailed with packet July 15.*
8. Mr. Burnett will contact Glenn VanSickle of Bechtel Jacobs LLC to procure possible dates for a fall member tour and provide them to staff. *Complete, July 13.*