



City of Highland Park
2010 CENSUS Complete Count Committee
Wednesday, September 9, 2009

MINUTES

I. Call to Order

The meeting convened at 7:35 p.m. City staff Valbona Kokoshi opened the meeting.

II. Roll Call

Members present: Skolnik (*Family Service*), Grossman (*League of Women Voters*), Martin (*H.P. Housing*), Huegel (*H.P. Park District*), Freed (*HP/HW Home Child Care Assoc.*), Liebenson (*H.P. Public Library*), Feinberg (*Tri-Con Child Care Center*), Wiswald (*H.P. Chamber of Commerce*), Rosenkranz (*North Suburban Synagogue Beth El*), Rev. Cioffi (*Immaculate Conception*), Helm (*H.P. CMO*)

Others present: Sloan, Planning Division Manager; Kokoshi, Planning Intern; Helm, Administrative Intern

III. Scheduled Business

A. Introductions

- Members introduced themselves and the organization they represented.

B. 2010 Census Information & Timeline

- Each of the members received a packet of information. The packet presented information about:
 - The importance of the Census
 - The **absolute confidentiality** of the Census data
 - The purpose of the Complete Count Committee (CCC)
 - How is the data used
 - Census outreach study survey & results; Why person-to-person outreach is more successful
 - Copy of Census Form – Short Form: 10 Questions/ 10 Minutes
 - Copy of “Your Answers Are Confidential”
 - A Suggested schedule for the CCC from now to April
 - 4 Questions to think about until the next CCC meeting
- A copy of the packet will be sent out to the members who were absent or were not able to attend.
- Members were asked to come up with ideas for a slogan for the CCC. We will discuss this at our next meeting (October 5th).

C. Complete Count Committee Timeline

- Next time we meet (October 5th) we will work on what our Calendar and Timeline will be for the months to come.

D. Examples of Outreach Campaign Efforts

- Several examples of what other communities are doing were discussed. Next time we meet (October 5th) we will discuss what the Highland Park CCC outreach efforts will be.

E. Capacity of Committee Members in Campaign Efforts

- Each of the CCC members were asked to think about what they can do to promote awareness about the Census within their organizations. We will discuss this further the next time we meet (October 5th)

IV. Other Business

- A. Next 2010 Census CCC meeting is schedule **Monday, October 5th, 2009, from 7:00-8:00pm.**

With no further business, the meeting was adjourned at 8:50 P.M.

Respectfully submitted,

Valbona Kokoshi, Planning Intern
Planning Department Staff Representative