



**CITY OF WORCESTER**  
**CITIZEN ADVISORY COUNCIL**  
**MINUTES**  
**CITIZEN ADVISORY COUNCIL MEETING**

**Tuesday, February 10, 2015 6:00 PM**

**Worcester City Hall, Levi Lincoln Jr. Chambers**

Present: District 5, Steve Genduso, Chairperson  
District 1, Coreen Gaffney, Vice Chairperson  
District 1, Richard Trifone  
District 4, Jesse Gibson  
District 5, Douglas Hannam  
At-Large, Talena Ngo

Excused: District 4, Theodore Kostas

Absent: District 3, Wilberto Soto

Guest: Judy Warren, Director of Cable Services

Staff: Jeannie Michelson, City Manager's Office

1. Steve called the meeting to order at 6:04pm.
2. Steve asked if anyone had questions about the minutes from January 12, 2015.
3. It was motioned to approve the minutes. Minutes were approved.
4. Judy described the vision for putting together video clips of board members, beginning with the CAC. Members each created their video with Judy.
5. Update: Windshield fliers / Invites to April 29<sup>th</sup> event
  - a. Coreen described the fliers
    - i. After discussion, Coreen agreed to make several changes to the fliers
    - ii. Coreen will send updated materials to Jeannie to be distributed via email to members for distribution
    - iii. Jeannie will create an event on facebook and post the invite
  - b. Coreen reviewed the letters to be sent to the City Manager, Mayor, City Council and Staff Liaisons.
    - i. Jeannie will send letters
    - ii. Talena asked for clarification re: Is it "Citizens" or "Citizen" Advisory Council.
      1. Jeannie reviewed the City Charter and verified that it is "Citizen"
      2. CAC correspondence will be reviewed.
6. Vietnamese New Year outreach opportunity: Jeannie described the event. Turnout was lower than expected but several brochures were distributed.

7. Opportunities Fair: Same format as others held last year. Tuesday, 2/24/15 5:30pm-7pm Saxe Room, Library. (Steve and Doug agreed to attend)
8. Jeannie will reach out to Wilberto to make sure he is okay and determine his status with the CAC.
9. Jesse attended a meeting with faith based leaders and invited them to attend a CAC meeting.
  - a. It was suggested that they plan to attend the April meeting.
  - b. Jesse will communicate with them to let them know the date and time (April 16<sup>th</sup> 6pm, City Hall, Room 310B).
10. Meeting was adjourned at 7:03pm.

/jmm

Approved: 3/10/15