

## DRAFT SURVEY FOR COMMITTEE CHAIRS

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Framework suggestion for CCEC 4/16/2020 Discussion --

Introduction - During the COVID-19 emergency, City resources are limited from the perspective of staff members that assist committees and IT resources to make sure committee meetings are accessible to the public. This survey for committee chairs is intended to provide additional information to the Common Council and the Mayor's office as we work to prioritize the resumption of committee meetings during the emergency. Note that the number of committee meetings that can be supported is currently limited, but we anticipate additional committees will resume at least partial activities as response to pandemic continues and recovery begins.

***Committee chairs are encouraged to reach out to City staff, Alders and/or committee members to discuss this survey. Please do not fill out this survey multiple times or have members of your committee individually fill out this survey, Your committee's input should be given in this Google Form by (1 week deadline??). If you have questions, contact XXX.***

Please do your best to provide as much information as possible.

Survey Questions:

1. Your Name
2. Your Email
3. Your Committee Name

The Common Council recognizes that many committees' agenda items are related to referrals from the Council.

4. **Statutory Responsibilities:** To the best of your knowledge, are there typically agenda items that City Ordinances require your committee to consider? If yes, give examples. (For instance, Plan Commission's statutory responsibilities include consideration of zoning code changes, neighborhood and city plans, and development projects that require such review by City Ordinances).
5. **Projects:** If there are projects that your committee has been working on other than typical referral items, very briefly describe them.
6. **Work Allocation:** If you have non-referred projects, what is a rough guess estimate of the percentage of your meeting time is spent on considering these items?

7. **Outside Work:** Do committee members conduct research or otherwise spend time considering committee matters outside official meeting times? If so, on average, how many hours each month?

The Common Council Executive Committee is also exploring the creation of ad hoc committees focused on broad recovery policy areas related to COVID-19. They may include Housing, Homelessness, Food Access, City Budget, Public Health, Small Businesses, Transportation, and Unemployment. Some aspects of each of these areas are already being addressed, but there is and will be much more to do.

8. Of these broad areas of recovery policy, list those that your committee could assist with.
9. If you had to choose, which would be the primary recovery area for your committee?
10. Explain how your committee would contribute to a primary recovery area. [For example, through connecting with impacted communities, identifying and constructing specific policy, gathering stakeholder expertise, etc.]
11. Other than those listed above, are there additional broad recovery policy areas that your committee could assist with? Explain how.