



# CITY OF WORCESTER

## CITIZEN ADVISORY COUNCIL

### MINUTES

### CITIZEN ADVISORY COUNCIL MEETING

Wednesday, January 25, 2012 6:00 PM

Worcester Public Library, Banx Room

Present: District 1, Richard Trifone, Acting Chairperson  
District 3, Christopher Condon  
District 3, Craig Olson  
District 4, Theodore Kostas  
District 4, Christopher Roberge  
District 5, Margaret Manoogian  
At-large, Coreen Gaffney

Excused: District 5, Steve Genduso, Chairperson  
District 1, Pedro Figueroa, Vice Chairperson

Staff: Jeannie Michelson, Human Resources  
Pam Callahan, Human Resources

Guest: Judy Warren, Director of Cable Services

1. Rich Trifone agreed to act as Chairperson in the absence of the Chair and Vice Chair. Rich called the meeting to order at 6:15pm.
2. Rich asked if anyone had questions or comments on the minutes from 12/7/11
3. It was voted to approve the minutes from 12/7/11.
4. Margaret passed around a copy of a T&G article written by Steve. (copy attached)
5. Discussion about 2012 meeting schedule. New schedule was decided.
- 6.

1. Wed. February 15, 2012 – Business	7. Wed. September 19, 2012 – Business
2. Tues. March 13, 2012 – Business	8. Wed. October 17, 2012 – Selection
4. Wed. April 18, 2012 – Selection	9. Tues. November 13, 2012 – Business
5. Wed. May 16, 2012 – Business	10. Tues. December 11, 2012 - Selection
6. Wed. June 20, 2012 – Selection	

7. Subcommittee assignments: It was motioned to table this item to the next business meeting. Motion was 2<sup>nd</sup> and approved.
8. Jeannie will send appointment notifications to all members.
9. Discussion: What do you look for in an applicant?  
Answers included:
  - Completed application and cover letter and/or resume
  - Sense that the applicant shows commitment and is goal oriented
  - Candidates are looking to make a difference on more than 1 issue
  - Candidates have attended a meeting or at least read the minutes
10. Craig will add language to the application asking applicants to attend a meeting/read minutes.

11. Judy Warren, Cable Services talked about what she can do for marketing. She discussed individual video clips for each board that can be put on the website as well as linked to facebook. Also talked about a generic video that can be run on cable access during recruitment periods.
12. Pam and Jeannie will work with Cable Services and update the CAC at the next meeting.
13. The next meeting will on February 15, 2012.
14. Meeting adjourned at 7:30pm.

/jmm

2/15/12 Approved by majority 6 – 0