Tech Committee Minutes from May 29, 2019

4:34 – Call to order

2) Agenda Changes/Additions

   Nope! Starr warned the public about this meeting well before it occurred.

3) Review Minutes—approved

4) Public Comment--No members of the public attended the meeting

5) Continuing business

Subcommittee – will officially meet at 4pm from now on.

Continuing business:

   - Starr will get the survey info from Klara so we can move forward
   - John is going to help compile results from the survey, once it gets sent to him
   - The subcommittee needs to regroup from the loss of Klara and figure out how the next steps will proceed

Subcommittee update:

   - We’re working on a site map/page inventory based on Green River’s suggested template. We met two weeks ago to all get on the same page about it, and spending our time getting that together.
   - We lost Klara as a member, so have recalculated jobs
   - Leo asks: how big is this project going to end up being, and what’s an achievable timeline?
     o We don’t really know yet.
     o Discussion of: this is taking lots of staff hours and concentration that we don’t really have to spare.
       What can we give to a contractor?

General discussion:

   - We’re interested in sharing our survey results to Green River so they can guide us through the next steps
     o Are we on the right track on the inventory?
     o Please, help us write the interviews?

Next Steps:

   - Subcommittee is meeting next week to compare work and make sure we’re still on the same page.
   - Starr is going to send a sample of our inventory to Green River to get their feedback on if we are going down the correct road.
   - We will also close the survey and send the survey results to John so he can make it readable for us.
   - John is going to meet with the subcommittee next week to discuss survey results next week.

For next time:

   - Subcommittee will finish the inventory
   - We will have sent survey data to Green River and hopefully we will be closer to launching the user interviews.