

MINUTES
COMPLETE COUNT COMMITTEE-TRAINING
CENSUS 2010
November 4, 2009

Present: Howard Brown, Co-chair; Jennifer Edwards, U.S. Census Bureau; Darrell Sabbs; J.D. Sumner; Bob Hutchinson; Vamella Lovett; Angela Price; and Sandy Bamford

Staff Present: Gloria Thompson, Administrative Assistant

The meeting was called to order at 240 Pine Avenue, Suite 380 by Howard Brown, Co-chair.

The minutes of the October 7, 2009 meeting were unanimously approved.

Mr. Brown stated that is becoming critical for everyone to attend these meetings as the March deadline draws nearer.

Under old business, Mr. Brown gave a brief update on the following:

- Calendar of Events – please inform Harriett Hollis concerning any upcoming events to be included on the calendar
- Women’s Health Fair – Mr. Sabbs reported the fair was very successful and a lot of women were reached
- MLK Celebration – Mr. Sabbs will contact Calandra Jefferson to discuss what would be appropriate for this event
- Department of Family & Children Services – Mr. Brown stated Pastor Glover is attempting to make a contact
- Essay and Poster Contest – Dr. Debra Johnson is working on this item and will give an update at the next meeting

Under new business, Mr. Brown noted that any budgetary requests should be referred to the executive committee in order to generate a budget. He stated the dollar amount and an explanation of the expense must be included and e-mailed or delivered to anyone on the executive committee. Mr. Brown also stated that the deadline for submission is December 15, 2009 in order to allow time to compile the data and ask the city and county commission for additional funds.

In response to a previous question concerning donations, Mr. Brown stated that he had spoken to the city attorney and it is possible if a business or individual would like to make donations. He noted that an account can be generated by the City Finance Department and Ms. Debra Kinson, City Treasurer would be the contact person. If donations are cash, those making the contribution should be directed to contact Ms. Kinson, located in the treasurer’s office on the 1st floor of the Central Square Government Complex. If the donation is a check, anyone on the committee could take it to Ms. Kinson, but be sure a reference to the Census 2010 is noted on the check.

The use of activity forms was discussed, it was noted that any activity concerning the 2010 Census should be shown on the forms available and submitted to the executive committee.

A discussion was held concerning a specific time to conduct the meetings for the Complete Count Committee. Ms. Edwards suggested a standard time and date should be set so that everyone can put it on their calendar and know in advance of the time.

A discussion followed concerning a training session. It was noted that the training session for the volunteer committee had technical difficulties and should be repeated. Mr. Hutchinson stated he has met with four homeowner's associations and he needs to know how to respond to questions citizens have about the census. There was discussion of materials on the internet available for use. Mr. Brown stated he would set a date and time and notify everyone by e-mail or phone for training.

Ms. Edwards and Ms. Ware gave a report on the census booth at the SWGA Fair October 27-30, 2009. They noted it was very successful. Ms. Ware stated that citizens were concerned about confidentiality of forms and whether census takers would be coming to their homes. Ms. Edwards stated if the census form is completed and mailed in before March 1, 2010 there will be no census takers knocking on doors. She stated that census takers are for homes that do not respond by mail.

A discussion followed concerning the slogan "It's Coming". Mr. Sabbs noted this could be a promotional phrase to let the public know that the census forms are coming.

It was discussed that pamphlets could be distributed or incentives given to encourage citizens to mail their completed forms and to inform them that if a census taker comes to your home to ask for identification.

With no further business to discuss, the meeting adjourned.