

Community Plan Meeting Notes

9/10/2021

Attendance: Torrie Kopp Mueller, Melissa Mennig, Brenda Konkel, Lisa Hemauer, Catherine Reiersen

- Having difficulty completing the RFP because there are a lot of unknowns
- Board tasked the committee to figure out how much it would cost and what is included and have an initial conversation with funders to see how much might be available
- Torrie will ask the board to decide who is accepting the proposals, tell them we don't have funding, but make a recommendation to ask for budget amendments to the City/County based on the average cost we got from the bids.
- Torrie will talk to Jim and Linette about the RFP about whether the HSC can do an independent process or if it will have to go through City processes.
- Reviewed the RFP
 - o Bullet point the minimum requirements we are expecting the proposal to have
 - o Add more focus about racial equity in the third paragraph
 - o Add language that we want a finished product
 - o Add language about marketing, visually appealing
 - o Add language about ability to pivot to online if necessary
 - o Add language about potential timeline Beginning of Q2 2022 and Q3 2022 and then completed within the year.
- Torrie will touch base with ICA about whether they want to pull the data for listening session or whether we would contract that out.
- Data would be pulled, reviewed, responded to and then we would embark on plan with a few key goals and priority areas to focus on.
- Torrie will make a few edits to the RFP, ask to be on the September HSC board agenda for them to approve the RFP. Torrie will touch base with ICA to see if they could do the data pull or if we would need to contract that out. Brenda and Torrie will bring the average cost of the bids they got and propose a recommendation to the Board about what we should bring to the City/County for a budget proposal to try and get it done before the end of the year.