



Communications Committee Meeting  
Commissioners Room  
Friday, February 1, 2013; 1:30 p.m.

### AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Correspondence
5. Approval of Minutes – Meeting held on January 7, 2013

PUBLIC PARTICIPATION – Public comment regarding agenda items will be heard during each agenda topic after initial discussion by the Committee.

6. Old Business
  - A. Discussion on accessibility of Commissioners' agenda related documents via printed materials or the City website. Consider finalizing a recommended practice which provides that all available supporting documents relevant to agenda items are available to City officials and the public in advance of a meeting.
  - B. Discussion of Commissioner agenda format and content including but not limited to clarity and sufficiency of language, clarifying when the public is allowed to speak and sequencing of agenda items including executive sessions. (Mills)
  - C. Discussion about communications plan and steps to advance individual concepts including outline of content and how and when to make presentations to the Commissioners.
7. New Business
8. Discuss and prioritize items for future agendas.
9. Set next meeting.
10. Committee Member Comment
11. Public Comment
12. Adjournment

#### AGENDA ITEMS MAY NOT BE CONSIDERED IN SEQUENCE

For additional information or special accommodations, please call (302) 227-6181 (TDD Accessible) 24-hours prior to the meeting.

amw: 01/25/13; posted 01/25/13

pc( via Fax) Cape Gazette, Coast Press, Delaware State News