

# Public Safety Community Engagement - Kickoff

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## Emily Inlow-Hood: Public Safety Community Engagement - Kickoff

due Sep 14, 2020

Series of tasks related to the kickoff virtual Council meeting a community engagement process on public safety.

Key considerations:

Develop a rough timeline of option A implementation

Ground rules

Look at rental housing meeting structure

## Plan developed & council approved

Council approval

Staff roles assigned

## Develop a project page

decision needed on location

develop content

develop graphics

post page

comment form

Heather Dumlao to create form in CivicLive

## Press release

## Social media

Facebook event

Watch party? Announcement through event that we're going live

Facebook posts

Announcement

Reminder

Follow up

Twitter posts

Announcement

Reminder

Follow up

- Instagram posts
  - Announcement
  - Reminder
  - Follow up

- Email message
  - entire email list- one email
  - occur after social media posts
  - include call to action to share social media

- Flyer
  - Content
  - Graphics

- Meeting logistics
  - Real-time note-taking broadcast during meeting

Examples: <https://twitter.com/WestHillTweets/status/1295905292358565888> (King County meeting)

- Develop agenda
- Develop questions
- Set up meeting
- Develop scripts for participating staff & council
- Develop operating procedure for accessibility services

- Facebook Live
  - Research
    - questions to research:
    - broadcast from castus or zoom

<https://support.zoom.us/hc/en-us/articles/115000350406-Streaming-a-meeting-or-webinar-on-Facebook-Live>

- Identify staff roles
- Test run

- Graphics production
  - Facebook posts
  - Facebook event
  - Twitter

- Instagram
- Zoom meeting graphics
  - decision on creative direction
  - production of slides/graphics
- Facebook Live graphics
  - Research
  -

- Translation of materials
- Secure interpreters
  - develop meeting guide for them
  - real-time captions?
- Secure captioning
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 **Emily Inlow-Hood created this task.** Jul 6

Emily Inlow-Hood added to [2020 Projects](#). Jul 6

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