

Community Liaison Committee (CLC) Meeting Agenda

Date: May 6, 2025

Time: 5:00 PM – 7:00 PM

Location: 600 William St, Cobourg – Boardroom

(Please notify Kim in advance if you would like to attend remotely.)

1. Welcome and Opening Remarks (10 minutes)

- **Land Acknowledgement** – Bill Smith
 - **Introduction of CLC Compliance Staff** - Tentative
 - **Meeting Objectives & Agenda Overview** – Chloe Craig
 - Updates from Transition House and the County
 - Communications Guidelines & new subcommittee members
 - Social Media Account
 - Newsletter
 - Cobourg Council Meeting
 - Subcommittee updates with key action items
 - Emerging issues or group education opportunities
 - Unfinished business
 - **Review of Confidentiality – new process** – Beth Bellaire
 - **Approval of Previous Meeting Minutes (April 1, 2025)** – Beth Bellaire
 - **Review of Method for Distributing CLC Minutes & News** – Kim Gay
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2. Shelter and County Updates (20 minutes)

- **Transition House Updates** – Ike Nwibe
 - **County Updates** – Rebecca or Bill (10 minutes)
 - Insurance Coverage – Update
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3. Community Feedback & Group Education (45 minutes)

- Summary of feedback from CLC email system
 - Communications Guidelines & subcommittee membership
 - Newsletter
 - Social Services Committee Delegations (County Council request)
 - Social media account overview
 - CLC role vs personal role clarification
 - Mayor's Challenge update
 - April 30th Cobourg Council Meeting
 - Cobourg Town Hall invitation
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4. Subcommittee Reports (20 minutes)

- **Finalized Action Steps** – Commitments moving forward
 - **Working Process** – Organizational approach between meetings
 - **Accountability & Timeline** – Responsibilities and deadlines
 - **Requests** – Any needed support from the full CLC
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5. Unfinished Business (10 minutes)

- Evaluation Lead (per Terms of Reference): Community Survey development
 - CLC Member Bios
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6. Final Discussion & Next Steps (10 minutes)

- Confirm action items & next meeting details
 - Set subcommittee work timelines & leadership responsibilities
 - Confirm any confidential items
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7. Closing Remarks & Adjournment (5 minutes)

- Member reflections
- Acknowledgments and thanks