

September 30, 2002

NOTICE TO THE LMTAC COMMUNICATIONS SUB-COMMITTEE

You are requested to attend a meeting of the LMTAC CSC Committee to be held on **Wednesday, October 2nd, 2002 from 9:30 – 11:30 a.m. in the 6th flr. Conference Room**, GVRD Offices, 4330 Kingsway, Burnaby.

AGENDA (*Attachments included)

1. **AGENDA FOR ADOPTION**

1.1 **October 2, 2002**

2. **MINUTES FOR ADOPTION**

2.1 **September 4, 2002***

3. **DELEGATIONS**

4. **REPORTS**

4.1 **2002 Member Survey Results: Review of Board Presentation***

15 min

Directive: CSC members are requested to review the attached draft PowerPoint presentation and provide any further comments in regard to highlights from the 2003 survey results. (Please refer to your copy of the survey results from the September CSC agenda package.)

4.2 **2003 LMTAC Workplan - Communication Item Planning***

15 min

Directive: CSC members are requested to give final consideration to the updated list of Communication projects for inclusion in the LMTAC 2003 Workplan. (Following today's meeting, the Communication projects will be included in the overall workplan and then forwarded to the Executive and Board for endorsement in November.)

5. **STANDING REPORTS [only as required]**

6. **OTHER BUSINESS**

6.1 **Sample Agenda Cover Pages - On Table Review**

10 min

7. **INFORMATION***

7.1 **Mission Statement, Roles and Project Screening Criteria**

7.2 **Communications Sub-Committee Terms of Reference**

8. **CONCLUSION - Next Meeting: November 6, 2002 [only as required]**