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August 28, 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, September 4<sup>th</sup>, 2002 from 9:30 – 11:30 a.m. in the 6<sup>th</sup> flr. Conference Room**, GVRD Offices, 4330 Kingsway, Burnaby.

### AGENDA (\*Attachments included)

1. **AGENDA FOR ADOPTION**  
1.1 **September 4, 2002**

2. **MINUTES FOR ADOPTION**  
2.1 **July 2, 2002\***

3. **DELEGATIONS**

4. **REPORTS**

4.1 **2002 Annual LMTAC Member Survey\***

20 min

**Directive:** Members are requested to review the attached summary of surveys received in order to:

a) consider feedback received; and

b) provide recommendations for the communication section of the 2003 LMTAC Workplan.

(Please brainstorm ideas in advance and bring your communication ideas to the meeting.)

4.2 **Enhancements to Member Communication**

20 min

*Recommendation from July 10<sup>th</sup> Executive:* THAT the issues of frequency of staff reporting and Update Bulletins be referred to the LMTAC Communications Sub-Committee for comment.

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

6. **OTHER BUSINESS**

7. **INFORMATION\***

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

8. **CONCLUSION - Next Meeting: October 2, 2002 [only as required]**