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June 12, 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, June 19, 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 June 19, 2002

2. MINUTES FOR ADOPTION

2.1 February 6, 2002*

3. DELEGATIONS

4. REPORTS

4.1 2002 Annual LMTAC Member Survey*

Directive: As part of the LMTAC workplan, CSC members are requested to review the 2001 Members Survey and consider changes to create a focused survey for 2002, including the following suggestions from FOSC:

- survey to focus on assessment of LMTAC's value to members
- maximum survey length: 2 pages (to improve upon numbers of surveys completed and returned in previous years)
- ensure format allows for email distribution and responses
- remove section on staffing (as most of these questions are covered during performance evaluation processes)

4.2 Workplan 2002 - Review Communications Projects*

Directive: That members review the communication projects section in the 2002 LMTAC Workplan and suggest priorities.

5. STANDING REPORTS [only as required]

6. OTHER BUSINESS

7. INFORMATION*

7.1 New LMTAC Mission Statement, Roles and Project Screening Criteria

8. CONCLUSION - Next Meeting: July 3, 2002 [only as required]