

MEXICAN HERITAGE PLAZA

Steering Committee Meeting #1

13 July 2009

12:00 to 1:30 p.m.

1. **Introductions** Laurie MacDougall,
Facilitator
 - Juliana Grenzeback, Project Budget Wrangler
 - Elisa Echeverria, MHP Transition Manager
 - Steering Committee members
2. **Housekeeping/Logistics**
 - Brown Act Training Lisa Herrick, City of San
Jose Attorney's Office
 - How to handle meeting times Laurie MacDougall
 - Timing and meeting schedule through end of year
 - Notification of what happened at meetings
 - Buddy system for Steering Committee members
3. **Overview of the process** Laurie MacDougall
 - Define the task
 - Ground rules
 - Master plan and rolling agenda for Steering Committee process
 - Reality check about the limitations of the space itself
 - Walk-through Alex Corona, MHP Facility
Manager
4. **Homework:** Read the Maribel Alvarez Draft Report to the City
5. **Adjournment**