



Meeting #2 Saturday July 17th, 2021 9:30am

Budget Advocates Retreat & Training

Zoom Meeting: <https://us02web.zoom.us/j/86212103878>

Meeting ID: 862 1210 3878

- A. Welcome and Call to Order
- B. Roll Call (9:30-9:35am -- 5 minutes)
- C. Public Comment (9:35-9:40am -- 5 minutes)
- D. Retreat (9:40-11:40am)
 - a. Budget Advocates 2021-22 Goals (9:40-10:00am -- 20 minutes)
 - i. Next 3 months
 - ii. Entire Year
 - b. Responsibilities & obligations (10:00-10:15am -- 15 minutes)
 - i. Attendance
 - ii. Openings in regions 1, 3, 4, 5, 7, 8
 - iii. Committee participation
 - iv. NC Visits
 - 1. Best practices when visiting NCs (will be covered in-depth in training, but is mentioned here so everyone knows it will be covered)
 - 2. Obtaining up to date contact information for your region
 - 3. NC Assignments
 - v. Tools to manage workflow
 - c. Budget Day updates (10:15-10:25 -- 10 minutes)
 - d. Call to join standing committees (10:25-10:30am -- 5 minutes)
 - i. Outreach
 - ii. Bylaws
 - iii. Budget Day
 - e. DONE update (10:30-10:50am -- 20 minutes)

- f. Alternatives to City Watch (10:50-11:05am -- 15 minutes)
- g. 2020-21 Wrap Up (11:05-11:25am -- 20 minutes)
 - i. Financial wrap up
 - ii. What did we do right?
 - iii. What do we need to improve?
- h. White Paper and Reports (11:25-11:40am -- 15 minutes)
 - i. What model? Department reports, topics, cross-department, etc.
- E. BREAK (11:40am-12:00pm)

- F. Training (items with * will have handouts) (12:00-2:15pm)
 - a. Introductions by the 12 Regions (12:00-12:30pm -- 30 minutes)
 - i. About you, what interests you, what are you good at?
 - b. The Budget Cycle* (12:30-12:40pm -- 10 minutes)
 - i. an intro on developing the City Budget – Jack Humphreville
 - c. Brief History of the Budget Advocates -- Jack Humphreville (12:40-12:50pm -- 10 minutes)
 - d. What you can do as a Budget Advocate or Budget Representative* (12:50-1:05pm -- 15 minutes)
 - i. Learn about City Departments
 - ii. Participate actively on committees (Departmental, Topic, and Event/Activity based)
 - iii. Support the work of the Budget Advocates – outreach, media, website, Regional Town Halls, editing the White Paper
 - e. City of Los Angeles Organization Chart* (1:05-1:10pm -- 5 minutes)
 - f. City Departments* (1:10-1:20pm -- 10 minutes)
 - i. Teams/Committees to meet with the Departments
 - ii. Setting Up Meetings with City Departments
 - g. Links* (1:20-1:30pm -- 10 minutes)
 - i. BudgetAdvocates.org
 - ii. City websites
 - iii. An Intro to Budget Materials on the CAO's website -- Jack Humphreville
 - h. Departmental Resources List* (1:30-1:40pm -- 10 minutes)
 - i. Sample Report* (1:40-1:50pm -- 10 minutes)
 - j. Speaking at NC Meetings -- Brandon Pender (1:50-2:00pm -- 10 minutes)
 - k. Further Trainings (2:00-2:15pm -- 15 minutes)
 - i. Preparing for the Departmental Meeting
 - ii. Conducting the Meeting
 - iii. Preparing the Departmental Report
 - iv. All about the City Budget with Jacob Wexler
 - v. Budget Representative Training
 - vi. Suggestions for additional trainings
- G. Adjournment (2:15pm)

Next regular meeting Monday, August 2, 2021, 7:00 p.m.

Join Zoom Meeting

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