

TPAC Subcommittee Work Task List

Fiscal Year - 2023
Time Period - February-July

TPAC Subcommittee: Community Engagement

Task Type	Task Month(s)	Description	Lead Agency(s)	
			CAMPO	GoTriangle
Recurring/Annual	Feb-Jul	Review and support development and management activities for GoForward/Wake web page, Wake Transit blog and other communication resources		x
Tracking/Oversight	Feb-Jul	Receive engagement strategy presentations from Wake Transit project sponsors in accordance with presentations schedule		x
Recurring/Annual	Feb	Receive a summary report on the communications materials created and made available to-date and list of those to be created through July.		x
Recurring/Annual	Feb	Receive an update to the Wake Transit project sponsor engagement strategy presentations schedule to include applicable FY2018-draft FY2024 projects		x
Specialized	Feb-Apr	Review and finalize the engagement summary report checklist, non-fill in the blank long and short engagement strategy checklists, and a support request form		x
Recurring/Annual	April	Receive the engagement summary report through the 30-day review period of the draft and engagement strategy for the recommended FY24 Wake Transit Work Plan	x	x
Specialized	Apr-Jul	Review beta test results and finalize the new demographics collection question for use with all Wake Transit engagement activities starting in FY2024		x
Recurring/Annual	May-June	Develop the Community Engagement Subcommittee 2023 August-January Work Task List for adoption		x
Recurring/Annual	June	Receive the final engagement summary report, including results of the 30-day draft review and 14-day recommended review of the FY24 Wake Transit Work Plan		x
Recurring/Annual	July	Participate in the annual Wake Transit engagement & communications after-action review and CE Policy review process	x	x
Recurring/Annual	July	Receive FY2024 update to the Wake Transit project sponsor engagement strategy presentations schedule		x
Adoption Record	26-Jan-23	CE Members voted to adopt this Work Task List.		
	15-Feb-23	TPAC Endorsement of Work Task List.		