

Attachment A

	Group	Task	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Note
<b>City Officials</b>												
	Medford Mayor	Meetings		4-May		17-Jul		9-Sept, 18-Sept		18-Nov.		
	City Council President	Meetings		4-May		25-Jul		11-Sept				
	City Council Meeting	CEO Introduction to City Council						11 Sept., 20 Sept, 27 Sept	16-Oct, 20-Oct, 30-Oct	27-Nov		Televised updates, robo call to community for 10/30 meeting. Each date an update to City Council
	Rep. P Donato**	Meetings				25-Jul		14-Sept				**he also attends community meetings
	Board of Health Director	Meetings		4-May					Being scheduled			
	Economic Development Director								Oct. 18			
	Senator P Jehlen								Oct. 30**			**being rescheduled
	Senator J Lewis									Nov. 13		
	City Building Commissioner et al	Meeting						10-Sept	Oct. 24			
	City Traffic Engineer et al	Meeting							4-Oct			Discussed planning process and scope of traffic and parking study with key city officials; including additional discussions with Traffic Officer. Extended scope of traffic study at the request of a community member.
<b>Community</b>												
	City-wide Electronic Communication	Launched Aug. 14 Public website specific to Medford Ambulatory Surgery Center (ongoing)					8/14, 8/23,	9/6, 9/11, 9/12, 9/14, 9/21, 9/24,	10/10,10/11, 10/15, 10/19, 10/24	11/2, 11/8, 11/9		All website updates listed by date. Website was shared at Sept. City Council meeting. 727 page view/527 unique page views to date. Top two cities Melrose and Medford. 4:24 avg time on page.
		Launched Aug. 14 public email for submitting questions/concerns (ongoing)					14-Aug					Promoted on website. Sent follow-up messages to two members of TTG offering to meet after DPH hearing; responded to 25 questions that have come through email to-date.
		Established Aug. 14 community list serve email list (ongoing)					8/14, 8/21, 8/22, 8/23	9/12, 9/14, 9/24, 9/27	10/10,10/11, 10/15, 10/19, 10/24	11/2, 11/8, 11/9		Promoted on website. To date, more than 185 names and have sent follow-up message after DPH hearing; sent message on borings and schedule; sent message when borings complete, sent message with meeting notes and slides following meeting with neighbors group, sent announcement on traffic study plans. (Messages sent when any development related to ASC).
	One-on-one meetings with City Council Members									Nov. 1, Nov.2, Nov. 13		Four individual meetings to-date, more being scheduled.

	Abutters Drop-in meeting								15-Nov		Opportunity for abutters to stop and ask questions. Email, website and robo call
	Abutters Drop-in meeting								29-Nov		Opportunity for abutters to stop and ask questions. Email, website and robo call
	City-wide community	ASC project launch meeting	24-Apr								
		ASC Project follow up meeting					15-Aug				In coordination with the city, greater attendance; approx 150 in attendance
		DPH public hearing					22-Aug				
	City-wide community	City-wide event to detail results of parking, traffic and site								Dec. 12	City-wide meeting planned to present information on location decision, traffic study, parking. Email, website, and robo call will be sent.
	Neighbor group	Meeting					18-Sep	Being scheduled			Group included the TTG organizer and Medford Mayor. Also for half of meeting City Council President and three city councilors. 7
	LMH Community Advisory Group	Meeting							Nov. 14	Dec. 10	This group will be comprised of residents, city officials and project representatives. It will meeting regularly as an advisory group on the review and status of engagement.
<b>Community Centers, groups and agencies</b>											
	PFAC	Meetings		22-May			25-Sep			Nov.27	PFAC is comprised of patients and family members of patients, representing six towns. Two members from Medford (the most you can have from any one town.) New chair as of 9.2018 is longtime member and Medford resident. Providing regular updates at monthly meetings.
	Friends of LMH board and members									Nov. 7	This is a group led by Gail Orlando, who has been very outspoken about LMH plans
	Medford Senior Center	Meeting							11-Oct		Presented on ASC plans
	West Medford Community Center	Meeting								being rescheduled	Presenting on ASC plans
	Melrose/Wakefield Community	Meeting								Nov. 5	Community early education leaders from multiple communities, elected officials invited. Representation from Sen. Lewis in attendance. Presented info on ASC plans
	Medford Health Matters	Meeting								1-Nov	Presented on ASC plans
	Community Benefits Advisory Council	Meeting							18-Oct		Presented on ASC plans.
	Medford Rotary	Meeting								1-Nov	Presented on ASC plans.
	Medford Kiwanis	Meeting		21-May					22-Oct		Presented on ASC plans.
	Medford Chamber of Commerce	Meeting							24-Oct		Meeting with Executive Director and President

	Lions Club	Meeting							16-Oct		Presented on ASC plans.
<b>Open</b>											
	Any interested community member	Call or meeting								Three individual meetings with neighbors scheduled.	Will work to accommodate any request for a meeting with the organization, specifically the CEO. This was announced at Sept. Medford City Council Meeting.