

Hackmann, Richard

From: Bob Stillerman [bob@rsic.biz]
Sent: Wednesday, January 05, 2011 6:51 PM
To: IBRC
Cc: Levy, Leland; Ray Bacchetti
Subject: Suggestions for improving the IBRC page on the City of Palo Alto website

I've reviewed the IBRC web page on the City's website and have the following suggestions for improvement: Please add this as a 5 minute topic at the next meeting.

The city staff has partially updated the IBRC page to reflect that we are a Commission, not a Committee. However, the page title needs to be updated as well, and the URL needs to be changed from http://www.cityofpaloalto.org/knowzone/agendas/infrastructure_blue_ribbon_committee.asp to [infrastructure_blue_ribbon_commission.asp](http://www.cityofpaloalto.org/knowzone/agendas/infrastructure_blue_ribbon_commission.asp).

I am pleased to see that emails being sent to the IBRC are now being posted on the IBRC web page. However, the way it is currently being done is a bit cumbersome, as over time, there will be many, many such emails, resulting in many, many links using the current system. These many emails are difficult to decipher as the topics are not overly descriptive.

I suggest that all emails to the IBRC@cityofpaloalto.org be emailed to all members of the commission as they are sent to this distribution list. It is my understanding that the IBRC email distribution list was created for this purpose. We have a lot of work to accomplish on this commission and effective communications will significantly enhance our ability to make progress between meetings. Furthermore, should we distribute the IBRC distribution list to the commissioners, the emails could be made available to members of the public on the web page simultaneously.

When the emails are posted on the website (via links) the email description should include the name of the sender in addition to the subject. It would also be useful to see the first line or two of the body of the email, with a link to view the rest of the email. Additionally, the emails could be organized perhaps by month – e.g. a link for communications to the IBRC distribution list for November 2010, December 2010, etc. We need to organize the emails so that the page doesn't grow too large as we progress over time.

It would be useful to have a subscribe link for the public to receive a notification when the website has been updated. (Note that this is currently done for the UAC, as an example – see [Receive announcements automatically via email.](#))

I find it difficult to find the IBRC page from the city of Palo Alto home page. One has to navigate to the KNOWZONE (not very descriptive of the fact that Commissions are to be found here), then click on Agendas. On the Agendas page, the IBRC is listed. When I type IBRC or Infrastructure Blue Ribbon Commission into the search field of the website, there are no hits for the IBRC page. This needs to be fixed. [I have the same comments for how difficult it is to reach other pages of the City's website as well.] I would suggest that at the top level of the home page, a "Commissions" tab be added. In the alternate, if KNOWZONE is found to be understood by others, a "Commissions" link would better serve to find us, rather than Agendas.

I'm happy to volunteer to help improve the usability of this site and work with City Staff to accomplish this.

Regards,

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