



Subject: You're Invited to Our Webinar on Keeping Governments Moving by Conducting Business Virtually

Local governments and businesses across the Gulf Coast region and around the world are rapidly moving to remote meetings and working from home. As the COVID-19 pandemic continues to develop, offices are closing and more and more employees are shifting to teleworking for their safety. Strong coordination and communication are more important than ever as we work to continue providing the services our residents need even as the environment around us rapidly evolves. The Houston-Galveston Area Council invites elected officials and local government staff members to join us for our free webinar, **"Keeping Local Governments Moving: Conducting Business Virtually,"** on **Monday, March 23 from 11 a.m. – noon.**

Register in advance for this free meeting:

<https://zoom.us/meeting/register/uZlrcOippz0uZG2KP9yMIZbBDrmPxEZPJA>

This webinar will cover important topics such as:

- Transitioning employees to working remotely with minimal disruption
- How to hold effective, open public meetings online while maintaining transparency and compliance with the Texas Open Meetings Act
- Virtual communications tools and online resources for your staff to communicate, coordinate, and continue managing operations from a remote office setting
- Tips for IT departments on keeping networks running and secure while most employees are working remotely
- Keeping your teams motivated and focused while teleworking in a rapidly changing environment

Presenters:

- Rick Guerrero, Director of Intergovernmental Relations
- Tanya Nguyen, Director of Data Services
- Jamila Owens, Manager, Transportation – Travel Demand Management



After registering, you will receive a confirmation email containing information about joining the meeting.

Thank you to our outstanding group of leaders, officials, and staff who are working tirelessly for the health, safety, and well-being of all those who live and work in the Gulf Coast Region. Your dedication and leadership during this crisis are truly appreciated. We look forward to seeing you at the webinar on Monday for an informative discussion.

Sincerely,

A handwritten signature in black ink, appearing to be 'CW', written over the word 'Sincerely,'.

Chuck Wemple