



## May 25, 2011 Agenda

11:30am-1:30pm Public Health Conference Room

*Beginnings' mission is to create a local culture that supports women in their efforts to abstain from alcohol, tobacco or other harmful substances during pregnancy.*

Start	End	Activity	Who	Notes
<b>Welcome &amp; Introductions</b>				
11:30	11:45	Arrivals, informal discussion, review discussion material	all	Orientation Sheet, review of indicators from 3/30 meeting, FASD Day Volunteer sign-in, Agency Announcements
11:45	11:55	Welcome: <ul style="list-style-type: none"> <li>• Beginnings Background: mission, vision, goals &amp; structure</li> <li>• Role clarification: Coordinator, facilitator, time keeper, recorder, decision-making</li> <li>• Purpose of meeting: discuss ongoing concerns and priorities, discuss shared measurement tool next steps, discuss budget overview for next 3 years, reconnect with partners</li> </ul>	Shannon	
11:55	12:10	Opening <ul style="list-style-type: none"> <li>• Introductions</li> <li>• Review &amp; clarify agency announcements</li> <li>• Committee announcements</li> <li>• Align on agenda               <ul style="list-style-type: none"> <li>○ <b>Hot Topics:</b> new funding requirements &amp; Beginnings priorities, shared measurement tool next steps</li> </ul> </li> </ul>	all	
12:10	12:50	Small or Big group discussions	all	
12:50	1:10	Summary of discussions	all	
1:10	1:20	Confirm next steps <ul style="list-style-type: none"> <li>• by who? when?</li> </ul>	all	
1:20	1:30	Closing Discussion <ul style="list-style-type: none"> <li>• Individual comments</li> <li>• Future meetings</li> <li>• Communications plan</li> </ul>	all	
<b>Adjourn</b>				
1:30	1:45	Room clean-up		

