

PLT Meeting No: 1 (Kickoff Meeting)
Meeting Date: April 11, 2012
Meeting Time: 9:00 AM – 12:00 PM
Location: Silverthorne Town Hall – Schmidt Room
Call-In Details: Dial in #: 866-223-0594| Passcode: 7410398
Meeting Purpose: Develop Context Statement, Core Values and Critical Success Factors

1. Introduction to the Meeting

- a. Welcome and opening remarks
- b. Agenda review and meeting objectives

2. PLT Roles, Responsibilities and Ground Rules

3. Project Overview

- a. Project scope and approach
- b. Desired outcomes and actions
- c. Outreach overview

4. Critical Success Factors

- a. Develop list of Critical Success Factors (in two groups)

5-Minute Break

- b. Edit and finalize Critical Success Factors (full group)

5. Project Draft Context Statement Discussion

6. Project Core Values Discussion

7. AGS/ICS/Co-Development Project Coordination

- a. Coordination efforts since last meeting
- b. Future coordination efforts

8. Conclusions, Final Remarks and Next Steps