

CJP Steering Committee Meeting #3 Agenda

Thursday, January 25, 2024

4:30 - 6:30 PM

Zoom [link here](#) | Meeting ID: 432 771 4795

Project staff

- Jairaj Singh
- Monique Smiley
- Sonrisa Cooper
- Tim Lynch

Goals	Objectives
Steering committee members understand the meeting work plan	• Present updated project roadmap • Members provide recommendations on next steps
Confirm list of priority topics	• Review proposed priority topics • Open discussion in breakout groups • Consensus vote on priority topics
Strengthen understanding on the proposed CJP structure	• Hear any concerns or questions about the proposed structure • Connect the structure to the work plan and deliverables

Time	Topic	Staff
4:30 20 mins	Welcome / overview • Meeting goals • Introductions ○ Name/pronouns/title/affiliation ○ <u>Warm up question:</u> During the snow/ice storm, what did you find was most needed for your family/community?	Monique
4:50 10 mins	2024 Project Roadmap - update • Key deliverables on the meeting workplan	Monique
5:00 5 mins	Setting priority areas • Purpose & overview	Sonrisa
5:05 25 mins	Breakout group discussion - priority areas • <i>Group facilitators: Sonrisa, Jairaj, Monique</i> • <i>Timekeeper: Tim</i>	Tim

5:30 20 mins	Report back to group	Jairaj
5:50 5 mins	Consensus Vote - Priority Topics	Monique
6:00 5 mins	Break <i>Timekeeper: Monique</i>	
6:05 20 mins	Discussion: Next steps • Staff share proposed next steps • Feedback & recommendations for Meeting #4	Monique, Sonrisa, Jairaj
6:25 5 mins	Wrap up • Final thoughts • Staff will email summary & next steps • Schedule 1:1 meetings • Next meeting is February 22 @ 4:30 on Zoom	Monique