



**Chittenden County Opioid Alliance
Steering Committee Meeting Agenda
Dec 8, 2016, 1-3pm, VDH, 108 Cherry
Street, Conference Room 2B**

Be sure to sign in and make a name tag please.

Topic	Time	Who	Notes
Welcome and Introductions	15 minutes	Cathy	
Agenda Review	2 minutes	Martha	Any additions/changes?
Consent Agenda	2 minutes		1. Minutes from Stg Committee meetings 2. Action Team and Data Manager Reports 3. Vision and Mission Statements Action - Vote to approve the Consent Agenda
Action Team Report Out	20 minutes	Action Team Co-chairs	All 4 Action Teams discuss any needs/asks of the Steering Committee.
Data Manager Report	10 minutes	Sam	<ul style="list-style-type: none"> • Key metrics • Projects currently working on
Financial Report	5 minutes	Charlie	Any questions on the latest financial report? Action - Vote to approve the Budget Report
Community Engagement Strategy	30 minutes	Martha and Cathy	<ul style="list-style-type: none"> • Tamarack Institute Collective Impact Best Practices • Communications Plan Action - Vote to approve the Community Engagement Strategy
Next steps	10 minutes	Cathy	<ul style="list-style-type: none"> • Survey- paper copies available • Quarterly meeting dates established- Cathy will send a Doodle poll • Organizational logos for CCOA website needed
Closing	15 minutes	Everyone	One piece of information going to bring back to fellow co-workers.