



DEPARTMENT OF HEALTH AND
SOCIAL SERVICES
DIVISION OF PUBLIC HEALTH

**SCHOOL BASED WELLNESS CENTER
STRATEGIC PLANNING STEERING
COMMITTEE
KICKOFF MEETING**

Location: **VIRTUAL ZOOM MEETING**

Date: **5.14.20**

Time: **9:30-11:30**

- I. WELCOME** - call to order – 5 minutes
- II. PRESENTING THE CHARGE** - Leah Woodall - 10 minutes
- III. INTRODUCE CO-CHAIRS** – 10 minutes
- IV. ROLL CALL AND INTRODUCTIONS** – 10 minutes

Introduce members and their specific representation on the steering committee
- V. STRUCTURE OF STEERING COMMITTEE AND INTER-RELATIONSHIP WITH WORK GROUPS – GRAPHIC PRESENTATION** – 10 minutes
- VI. QUESTIONS AND ANSWERS ON CHARGE AND LEVEL OF EFFORT CLARIFICATION** – 20 minutes
- VII. COMMENTS FROM REP. WILLIAMS** – 7-10 minutes
- VIII. PRESENT THE VIRTUAL BINDER AND WALK THROUGH ITS ORGANIZATION** – 10 minutes
- IX. PRESENT DRAFT CHARTER** – 10 minutes
- X. DISCUSSION OF DRAFT CHARTER** – 15 minutes

Homework Assignment – submit any edits/ and come prepared to vote in June Meeting
- XI. MEETING SCHEDULE** – 5 minutes

Present schedule and approve proposed dates
- XII. NEXT STEPS AND ADJOURNMENT** – 5 minutes