

April 16th Early Childhood Council Quality of Life Workgroup Study Update

- I. Update
 - a. Recommendation for Council - Council May 30th
 - b. No Contact Period (Email Susan Arbuckle if they contact you)
- II. Next Steps, after May 30th
 - a. Check Availability of Commissioners and Vendor
 - i. Email me your availability as soon as you can.
 - b. Schedule Kick Off Meeting
 - i. Virtual or in person?
- III. Initial Plans – Collaboration through SharePoint
 - a. SharePoint Drive
 - i. All three studies can cross collaborate (only open for workgroup members to avoid quorum)
 - ii. Maintain all documents shared, running notes (see below), contact information, and anything as needed.
 - iii. Contact Info/Workgroup members can change
 - iv. If any difficulty with SharePoint, please let me know as soon as you can.
 - b. Running Notes will Include
 - i. Goal to ensure study is a tool for change
 - ii. Expectation
 - iii. Next Steps
 - c. Communication Expectations will be monitored through a log
- IV. Questions