



STEERING COMMITTEE MEETING # 2 ~ April 11, 2012, 2:00 – 4:00 PM
UB Regional Institute, 77 Goodell St., Suite 302, Buffalo, NY

	<i>Point Person</i>	<i>Timeframe</i>
1.) Welcomes & Introductions	H. Morse	2:00 – 2:10
2.) Administrative Update <i>Updates on “deliverables” and protocols</i> <ul style="list-style-type: none"> a. Consortium Agreement (due 6/15/12) b. Verification of Outreach to Public Housing Authorities (due 4/15/12) c. Final Work plan (due 4/15/12) d. Logic Model (due date TBD) e. Documenting contribution of “matching funds” 	H. Morse / K. Dixon	2:10 – 2:20
3.) Steering Committee Governance Structure <i>Discussion on language and process of Consortium Agreement</i>	H. Morse / K. Dixon	2:20 – 2:30
4.) Capacity Building Intermediaries <i>Discussion and voting on two or three areas to request targeted technical assistance</i>	B. Roberts	2:30 – 2:40
5.) Engaging a Broader Base of Constituency <i>Discussion on our partnership model</i> <ul style="list-style-type: none"> a. Expanding our Steering Committee b. Four Audiences: General public, public officials, organizational representatives and private sector development representatives 	R. Shibley / B. Roberts	2:40 – 3:00
6.) Working Team Focus Areas <i>Discussion and voting on the functional areas covered by our Working Teams</i>	R. Shibley / B. Roberts	3:00 – 3:20
7.) Final Draft Work Plan Review <i>Review and adoption of Project Work Plan</i>	K. Dixon / B. Roberts	3:20 – 3:40
8.) Connecting the Dots <i>Discussion on coordinating this effort with the many similar and parallel efforts ongoing in the region</i>	R. Shibley / B. Roberts	3:40 – 4:00
9.) Adjournment		4:00