



STEERING COMMITTEE MEETING # 4 ~ June 29, 2012, 2:00 – 4:00 PM
UB Regional Institute, 77 Goodell St., Suite 302, Buffalo, NY

	<i>Point Person</i>	<i>Timeframe</i>
1.) Welcome	H. Morse	2:00 – 2:05
2.) Administrative Update <ul style="list-style-type: none"> a. Consortium Agreement b. In-kind contribution documentation 	H. Morse / K. Dixon	2:05 – 2:15
3.) Steering Group Expansion Nomination Process <ul style="list-style-type: none"> a. Discuss nominated candidates b. Voting and approval of final candidates 	H. Morse / K. Dixon	2:15 – 2:35
4.) Project Communications Update <ul style="list-style-type: none"> a. Communications Sub-Committee b. Media & Press Strategy c. Presentation of website concept d. Project video brainstorming 	R. Shibley / B. Roberts / B. Stynes	2:35 – 3:10
5.) Regional Impediments Analysis Update	R. Shibley / B. Roberts / S. Entress	3:10 – 3:25
6.) Baseline Analysis Update <ul style="list-style-type: none"> a. Project Evaluation Scorecard b. Plan Analysis Methodology 	R. Shibley / B. Roberts / B. Hovey	3:25 – 3:50
7.) Good of the Order	H. Morse	3:50 – 4:00
8.) Adjournment	H. Morse	4:00