



State Plan Committee Meeting ( PAC ) #2

Thursday, January 25, 2017 2:00pm

Conference Line: 1-866-548-4703 code 142398

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**Agenda**

- I. Introductions of Co-Chairs
- II. How to engage public to attend
- III. Confirm locations and partnerships
- IV. Mock Run - Day of Event
- V. County focused data
- VI. Roles/Support/ Resources

Task and Action Items			
Task	Owner	Date due	Resources Needed

Time	Activity	Notes	Materials
0 - 8:20	Setup	DESCRIBE THE ROOM SETUP HERE	EXAMPLE: Easels/Flip chart pads Markers Name tags (printed and blank) Handouts/Posters LCD projector/Screen Computer/PPT Extension cords Food, water, coffee
0 - 8:35	Folks arrive/get food		

7:55 - 8:40	<b>Call to Action</b>	Explain the importance of a state plan that addresses asthma	Slides with info/data
8:40 - 8:55	<b>Welcome and Introductions</b>	<p>Purpose/Goals of Day  Overview of the Agenda  Appreciation to host organization</p> <p>Introduce team  Participant Introductions (at their tables)</p> <ul style="list-style-type: none"> <li>• Name</li> <li>• Affiliation</li> <li>• What makes you passionate about this work?</li> </ul>	Slide with Intro Questions
8:55 - 9:10	<b>Overview of Plan</b>	<p>Purpose of Plan  Timeline  Plan Framework</p>	Slides with Plan info
9:10 - 9:30 at table discussion at report out full group	<b>Review and Validation of Focus Areas</b>	<p>Present 3 proposed focus areas:</p> <ol style="list-style-type: none"> <li>1. Reduce Environmental Triggers</li> <li>2. Increase Quality of Care</li> <li>3. Strengthen the InJAC Infrastructure</li> </ol> <p><u>Discussion Questions:</u>  Do these 3 focus areas (FA) adequately represent the keys to reducing the burden of asthma?  What is missing?</p>	<p>Posters with 3 proposed focus areas</p> <p>Flip chart/easel at each table</p> <p>Slide with discussion questions</p>
9:30 - 10:20 at overview at table discussion at report out full group	<b>Identification of Priority Objectives</b>	<p>Discuss the relationship between goals and objectives</p> <p>Discussion Questions:  What are the highest priority objectives for impacting this FA?  Which of the listed objectives would be most impactful in this FA?  Are there any objectives that could have a greater impact than those included on the list?</p>	<p>Flip charts/paper/easel (1 table)</p> <p>Slide with discussion questions</p>
10:20 - 10:30	<b>BREAK</b>		

<p>10:30 - 12:00</p> <p>Overview</p> <p>Brainstorm at tables (x2 rounds)</p> <p>Report out (full group rounds)</p> <p>Priority setting</p>	<p><b>Brainstorming Strategies</b></p>	<p>Discuss what makes a powerful strategy</p> <p>Discuss the strategy categories with examples</p> <p>Form small groups around each focus area - each participant will have the opportunity to do two of the three FAs.</p> <p>Discussion Questions:          What will it take to turn the curve in that focus area?          What can InJAC members and partners do to increase/reduce that focus area?          What are the most powerful strategies to address this focus area?</p> <p>Post sheets on wall and give 3 sets of 3 dots and give them 15 minutes to select 3 most powerful strategies in each focus area</p>	<p>Flip charts/paper/easel (1 table)</p> <p>Slide with discussion questions</p>
<p>12:00 - 12:10</p>	<p><b>Next Steps</b></p>	<ul style="list-style-type: none"> <li>• Join InJAC</li> <li>• Information about upcoming regional meetings</li> <li>• Encourage colleagues/partners to attend sessions</li> <li>• Plans for strategy development and data compilation</li> <li>• InJAC Quarterly Meeting in April</li> <li>• Plan finalized in June</li> <li>• Thanks again to HOST ORG!</li> </ul> <p>One word check out - how do you feel about this effort going forward?</p>	<p>Slide listing next steps</p>
<p>12:10 - 12:40</p>	<p><b>Clean Up</b></p>		