**Agenda**

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| **Time** | **Topic** |
| 9:00 – 9:20am | **Introductions**  Please introduce yourself by sharing the following:   * Your name; * Organization(s) you represent at this meeting (if applicable); and * What are your age-friendly predictions for 2018?   Result: Increase understanding of who is at the table, why they are here, and intersections with age-friendly domains. |
| 9:20 – 9:30am | **Info / Share Announcements**  Result: Build our network by sharing information, news, and events which connect to our work. |
| 9:30 -- 9:45am | **Project Updates**   * Age Friendly Seattle – Action Plan (Irene), AFS Team (Maria) * Updates from Design Team / Steering Group (Maria & Design Team members)   + Share draft framework   + Next steps – Steering Group Meeting   Result: Task force is informed and has opportunity to advise on future direction / next steps. |
| 9:45 – 10:45am | **Project Teams and Subcommittees**   * Prioritize Opportunities (20 min) * Form Committees / Project Teams (20 min)   + Walk through committee script (members, resource needs, projects/activities, roles, meetings)   + Select person to report out to larger group * Report out – share one idea and next step from each committee   Result: Task force is engaged in age-friendly actions. |
| 10:50–11:00am | **Check Out**   * Turn in Commitment Cards * Other action items * Next Meeting: Friday, February 16, 9-11 am, SMT 1600 |