**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
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