**Agenda**

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| **Time** | **Topic** | **Purpose / Results** |
| 9:00 – 9:30 | Introductions and Check-In:Please introduce yourself by sharing the following:1. Your name
2. Organization(s) you represent at this meeting (if applicable)
3. What would you like to see in an age-friendly community?
 | Task force members increase their understanding of:* Who is at the table
* Why they are here
* The eight age-friendly domains
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| 9:30-9:45 | Project Updates * Where we’ve been – work to date
* What’s around the corner
* Other updates from task force members
 | Task force is up to date and informed of progress |
| 9:45-10:15 | Elder Friendly Futures Conference* Panels
* Poster Session
* Keynotes
* Round-tables
 | Share reflections on event, identify any next steps or action items that emerged |
| 10:15-10:45 | Assessment and Planning work* What’s in the works
* What’s missing
* Committee work – steering, assessment, communication
 | Solicit input on next steps, process and opportunities for task force members to contribute to assessment and action plan develoment |
| 10:45-11:00 | Closing* Next steps / action items
* Next meeting date
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