**Age Friendly Coalition Steering Committee Minutes 6-6-19**

**Present:** Maria Langlais, Jim Wigfall (Sound Generations), Dori GIllam, Edna Diagre, Lenny Orlov (ADS), Mary Snodgrass (Public Health), Jon Morrison-Winters (ADS), Juergen Buehring, Sarah Demas (ADS), Irene Stewart, Kavan Petersen, Cheryl Brown (Parks), Brenda Kramer (Parks), Karen Winston (ADS), Amanda Frame (AARP)

**Welcome and Context**

For this work to be successful, we need a robust, engaged steering committee. Today, starting to plan what that look like.

Maria gave an overview of the Age Friendly work and the relationship of the Steering Committee to it with a visual.

One goal for today: outline the role of the steering committee and the structure of it.

**Check-in**

* Your name and role(s) in the community
* How are you doing this morning?
* What is one goal you have for today’s meeting?
  + Shared understanding of steering committee role
  + Better understanding of the mission of the steering committee
  + Define a process for decision making in this space
  + Determining how we decide who is a member of the steering committee (open table is great, but closed has more accountability
  + Like workplans/annual themes
  + Robust, action-oriented agenda for the next meeting
  + Important for Parks and Rec to be at the table – early contributors to the action plan, need to keep parks represented at the table – our work is a part of the age friendly work
  + Interested in the vision but also in work product
  + Want community to be more involved in leading the work
  + Interested in looking at who is at the table, how we create accountability
  + Could we think about this more as a commission or board model?
  + Revisit the steering committee framework
  + Want clarity on my role here as a community member, very interested in health care, healthy living. Want to feel like I have a bit more structure and vision
  + Define purpose of the group
  + Settle the issue about the Healthy Aging Partnership! How will HAP be integrated?
  + Common understanding of the path
  + Learn more about the committee

Need to add a report out from Age Friendly Seattle, to help keep committee aware of context.

HAP is going to be a part of Age friendly work, but there is still a body of work to do to roll their work/brand/website in.

Helpful to have an overview of what the different teams are doing/status update.

What about outreach to the community for more diversity? What kind of messaging do we need?

You can’t be what you can’t see.

**Set agenda for today**

**Plan for June 21 meeting**

**Check-out: how did we do on goals and action items?**

**Materials:**

Notes from May 2019 Steering Committee meeting

Coalition Governance Framework

Committee/Working Group Framework

Draft Steering Committee Framework (2017)

Coalition participant list (Feb 2018)