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| 10:00-10:10 | **Happy New Year!**  **Welcome and Introductions** |
| 10:10-10:30 | **Steering Committee Onboarding and Recruitment**   * Demographic/intake form * Outreach Goals * Onboarding Process |
| 10:30-11:30 | **Planning for 2020**   * Debrief of December Coalition Gathering – learning and take-aways * Map out the arc of the year   + Events, other major work our groups are doing   + What is the role of the AF Steering Committee/Coalition |
| 11:30-11:50 | **Group Report-outs**   * Committee and coalition reports   + Northwest Universal Design Council (Sarah)   + Transportation and Public Spaces Committee (Mary)   + ADS Advisory Council (Maria/Sariga)   + Mayor’s Council on African American Elders (Maria/Karen)   + Housing (Brent?) * Age Friendly Seattle Action Plan Updates (Brent/Sarah) * Other Announcements – events, opportunities, etc. |
| 11:50-12:00 | **Action Items / Next Steps**   * NWUDC Steering Committee: 1/9/20, 1-2:30PM, SMT 4090 * Age Friendly Steering Committee: 2/12/20, 10AM-12PM, SMT 5135 |
| 12:00 | **Adjourn** |

Notes:

Present: Edna Diagre, Michael Weinstein, Lenny Orlov, Juergen Buehring, Joanne Donohue, Dori Gillam, Sarah Demas, Linda Hunt, Maria Langlais, Alan Knue, Janice Tufte, Amanda Frame, Gaynell

Aging Initiative – national initiative – Janice recommends looking into this. Institute on Aging, Hartford Foundation.

Sarah will get it drafted and send out via email. OK to weigh in/approve via email, don’t need a formal adoption process.

Important to capture language needs, immigrant and refugee status. How to make sure people can fully participate.

Add to form: will you need language interpretation? What language? Do you ID as disabled?

Can we use LinkedIn for outreach? Linda has an article about board representation – will share with the group.

Important to commit to be intentional with our outreach. Recruitment conversation will come later.

Important to make sure we are clear that there might be barriers to participation for low income folks especially. Let’s try to offer honorariums, transportation cost, parking.

OK to have onboarding process be informal for now.

Aarp fitness park – renton fitlot. 3-year grant to activate park

Challenge grant application status update – pike market secret garden extended. Maybe a chance to do a field trip to check out the progress late February early march? Coalition event? 2020 application opening soon.

Sarah - Connect michael and alan from watap via email. Done, 1/9/20.