### Meeting Objectives:
- Orient work group members to overall process, expectations and 2011 report
- Review required elements for report
- Determine committees and next steps

<table>
<thead>
<tr>
<th>Timing</th>
<th>Agenda Item</th>
<th>Responsible Party</th>
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<tr>
<td>9:00 – 9:30</td>
<td><strong>Administer oath and explain logistics</strong></td>
<td>MBA Staff</td>
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<tr>
<td>9:30 – 10:00</td>
<td><strong>Welcome and introductions</strong></td>
<td>Darrell Foss, Chairperson</td>
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| 10:00 – 10:30| **Work group orientation:**  
  - Roadmap of where we’re going  
  - Ground rules  
  - SharePoint site  
  - Work group and committee process  
  - Commitments of work group members and consensus decision-making/prioritization process | Sarah Small/Stacy Sjogren                |
| 10:30 – 10:40| **BREAK**                                                                   |                                        |
| 10:40 – 11:30| **Context: past and present**  
  - Work in Minnesota past and present  
  - Review and discuss person centered model from 2011 report  
  - Legislative requirements for report  
  - Visioning exercise | Sarah Small/Stacy Sjogren                |
| 11:30 – 12:00| **Lunch**  
  Introduce activity and working lunch | Sarah Small/Stacy Sjogren                |
| 12:00 – 1:30| **Elements of 2019 report:**  
  - What has been accomplished/what work is underway?  
  - What information should we review collectively to inform our recommendations? What are the gaps? | Sarah Small/Stacy Sjogren                |
| 1:30 – 2:00| **Reflection:**  
  - What hasn't been discussed – what or who is missing?  
  - Committees: What are the correct committees to form based on this conversation? Do any committees inform others? (Is there an order for presentation?)  
  - Guiding principles: What common threads do all sub-groups need to be mindful of? | Sarah Small/Stacy Sjogren                |
| 2:00 – 2:15| **Wrap up and next steps:**  
  Next meeting in April: three committees presenting Committee assignments and scheduling | Sarah Small/Stacy Sjogren                |
| 2:15 – 2:30| **Open Forum**  
  Public comment period |                                        |

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