

Appendix 6

Draft Agenda – October 2, 2008, 7:00 p.m. Meeting of Design Team

Plan for Green Infrastructure - Linking Arkansas Communities

| Allocation | Topic | Leader | Needed items |
|------------|--|--|--|
| 5 minutes | Call to order, welcome, purpose of meeting, rationale for each participant's assignment | Mike | Background PowerPoint slide and working group membership |
| 10 minutes | Re-introduce Green infrastructure principles as 'food for thought' | Barbara | PowerPoint and handout with "10 Principles" |
| 10 minutes | 'Closing the Loop': Define the grant, review the process, indicate where expert working groups fit in the process, what the outcome of working groups is, the timeline, and available resources | Barbara | PowerPoint; resource list – both human and documented |
| 15 minutes | Community representative round table | Bob | Flip chart, marker |
| 10 minutes | Clarify needed input to Green Infrastructure Plan | Barbara or Mike | Handout for working groups |
| 10 minutes | Provide expert working groups with meeting's immediate deliverables and immediate deadline: select chair, vice-chair, scribe, plan to provide needed expert input, plan report for total group | FNHA facilitators to start the work and then act as resource <u>only</u> | Flip charts, markers |
| 45 minutes | Expert working groups develop plans to deliver required input | Working group chair and FNHA facilitators | Flip charts, markers |
| 20 minutes | Expert working group reports | Reporter selected by working group | Write-ups by work groups |
| 5 minutes | Next steps, timeline and wrap-up including 'thank you'. Assure expert working groups understand the work they need to do going forward, how the work is documented, how the work is reported, and identification of implementing options | Mike | |

Additional requirements:

Refreshments;

Participant folders, with notepad and pen;

List of Expert Working Group membership for each group;

Handouts for '10 Principles', Grant overview chart, and outline with timeline and point in time;