Coalitions Lite Meeting #3: Interpret the Data & Select Priorities|agenda

## Meeting date | time *Date | Time* | Meeting location *Location*

## Time: *2-3 hours*

## **Objectives**

1. Set expectations for the meeting
2. Review workgroup’s progress on the strategic planning process
3. Select which data to use
4. Further define the prioritized issues
5. Identify the contributing “why” factors for your issues
6. Wrap up and next steps

## **workgroup participant Materials**

1. Completed Stakeholder Interview Form
2. Completed Data Summary Form
3. Supporting data for Data Summary Form, if any
4. [Data Tips](https://slco.org/globalassets/1-site-files/health/prgrams/community-groups/coalitions-lite/Step2DataTips.docx)
5. [Issue Overview Handout](https://slco.org/globalassets/1-site-files/health/programs/community-groups/coalitions-lite/Step2HOIssueOverview.pdf)

## **workgroup participant Preparation**

1. Be prepared to (verbally) share your completed Data Summary Forms in the meeting
2. Complete other assigned tasks and be prepared to report on outcome/status
3. Review the Data Tips document
4. Review the Issue Overview Handout

**Agenda**

### Welcome, introductions, and overview (10 minutes)

### Review progress on Coalitions Lite (5 min)

### Select which data to use (15 minutes)

### Specify the prioritized issues (20 minutes per issue)

### Review contributing factor data (20 minutes per issue)

### Decide contributing priority factors (20 minutes per issue)

### Wrap up and next steps (10 minutes)