

AGENDA

<i>Min</i>	<i>Time</i>	<i>Role</i>	<i>Presenter</i>
		1. Regular Business	
10	5:30 – 5:40	<ul style="list-style-type: none"> a. Welcome and introductions b. Attendance – sign in c. Meeting notes from December 2, 2015 are not completed. They will be available for review prior to the February meeting. 	Heather Levy, SWAC Chair
<u>Monthly Topics</u>			
10	5:40 – 5:50	Discussion	2. Introduce Ken Sego Jackson, SWAC Policy Liaison
10	5:50 – 6:00	Update	3. Reminders re: 2016 Officer Elections Sego Jackson
10	6:00 – 6:10	Update	4. Update re: CAC Charter Sheryl Shapiro, CAC Program Manager
45	6:10 – 6:55	Updates	5. 2016 Workplan Activity & Discussion Heather Levy, All
15	6:55 – 7:10	Update	6. 2016 Outreach Plan Discussion Heather Levy, Sheryl Shapiro, All
20	7:10 – 7:30	Update	7. Around the Table & Wrap-Up Heather Levy, All

We hope to see you but if you cannot be present at the meeting and would like to participate via conference call please follow the instructions below. **Please let me know if you cannot attend or if you plan to call in so we can make sure to have the conference bridge set up.**

Conference Call Instructions:

1. Call 206-684-9205,
2. The password is 7781 and then press #.
3. We will connect you to the meeting just before the meeting starts, so you may hear some music before you hear us on the other end.
4. Problems? Call us in the conference room at 206-733-9912.