



# FACILITATION AGENDA

<b>COMMITTEE:</b>	COVID-19 RECOVERY TASK FORCE
<b>DATE:</b>	September 2, 2020
<b>TIME:</b>	10:00 a.m. – 12:00 p.m.
<b>LOCATION:</b>	Progress Hall, First Floor, St. Albert Place
<b>VISION:</b>	Acting as a catalyst for economic and social resiliency by supporting innovative approaches that enhance community connection and sustainability towards a future where all St. Albert residents and businesses can thrive.

ITEM AND/OR SUMMARY:	OUTCOME:	TIME:
1. Call to Order		10:00 a.m.
2. Adoption of Agenda		10:00 a.m.
3. Adoption of Meeting Minutes – August 19, 2020		10:05 a.m.
4. Project Overview – Trevor <ul style="list-style-type: none"> <li>Outline for Interim Report</li> <li>Project timelines and deliverables</li> </ul>	<ul style="list-style-type: none"> <li>Clarity on expected deliverables and timelines over coming weeks</li> <li>Opportunity for discussion and feedback</li> </ul>	10 minutes
5. Recommendation Development – Trevor/Christine/Sean/Catriona Table Facilitators <ul style="list-style-type: none"> <li>Small group work to build recommendations around 4 Problem Statement areas</li> </ul>	<ul style="list-style-type: none"> <li>Draft recommendations around the 4 Problem Statements</li> <li>Opportunity for Task Force to contribute ideas and build recommendations collectively</li> </ul>	80 minutes for small group work
6. Idea Generation/Roundtable	<ul style="list-style-type: none"> <li>Final comments and insights</li> </ul>	10 minutes
7. Adjournment		12:00 p.m.

<b>NEXT MEETING:</b>	Tuesday September 22, 2020: 3:00 p.m. – 5:00 p.m. <b>**Please note date, time &amp; location change**</b> <b>Douglas Cardinal Boardroom, 3<sup>rd</sup> floor, St. Albert Place</b>
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