MEETING GOALS

• Develop shared understanding about the Sentencing Guidelines Commission Report and recommendations.
• Review and discuss categorized list of responses from last meeting’s brainstorm.
• Develop a work plan for 2019 and 2020.
• Discuss and agree on the drafting of Dec 31st report.

8:30am  COFFEE AND TREATS

9:00am  WELCOME AND INTRODUCTIONS

9:20am  REVIEW AGENDA, DISCUSSION GROUNDRULES, and DRAFT MEETING SUMMARY

9:45am  REVIEW 2ND DRAFT OPERATING PROCEDURES

BACKGROUND AND OVERVIEW

1.) The Facilitation Team will walk through the 2nd draft of the operating procedures, highlighting changes made that were based on members input.

Goal: to agree on operating procedures and finalize.

Questions/Comments from Members

10:15am  SENTENCING GUIDELINES COMMISSION PRESENTATION

1.) Presentation on the SGC work, findings, and report recommendations.

Goal: to develop mutual understanding about the SGC work and report, and to inform the afternoon discussion about what to include in the Task Force’s 2019 and 2020 work plan.

Questions/Comments from Members

11:15am  BREAK

11:30am  QUESTIONS and DISCUSSION ABOUT SGC PRESENTATION

12:15pm  LUNCH
1:30pm REVIEW AND DISCUSS RESPONSE CATEGORIES FROM LAST MEETING’S BRAINSTORM
1.) The Facilitation Team will walk through the sticky note responses and the team’s proposed categorizing of the responses.

2.) Is anything missing, unclear, and/or inaccurate? For those not in attendance at the first meeting, what additions do you have? Are their suggested modifications to the categorizes and/or additions?

3.) What from the SGC presentation and morning discussion needs to be included, changed, and/or informs the categories?

*Goal:* to discuss, revise, and confirm categorizes that the Task Force will prioritize.

2:15pm WORK PLAN FOR 2019 and 2020
1.) What does the Task Force want to tackle between now and Dec 2019?
2.) What items does the Task Force want to address in 2020?

*Goal:* prioritize categories and tasks, & assign to workgroups(?)

3:15pm Break

3:30pm DISCUSS DRAFTING OF DECEMBER 31, 2019 REPORT
1.) Discuss Format, Structure, Content, and Drafting Process of the December 31, 2019 Report

4:00pm DECISIONS, SCHEDULE, NEXT STEPS, REFLECTION
1.) Review meeting decisions, agreements, and achievements.
2.) Review Action Items & Parking Lot
3.) Next meeting agenda, issues, (any carry-over, unfinished business?)

4:15pm REFLECTION
1.) Each member give one sentence that summarizes how they experienced the meeting.

4:30pm ADJOURN