

**Southwest Ohio Regional Prevention Council**  
**MEETING AGENDA**  
**9:00 AM – 12:00 PM**

Date: September 14, 2016 Location: Warren County Administration Building, 406 Justice Drive Lebanon, OH 45036, Room 318.

Chair: Heather Wells Facilitator: Jane Dockery Scribe: Jacqueline Gill Timekeeper: Sarah Ammar

| Time (in min) | Discussion Topic  | Discussion Type* | Discussion Lead          | Desired Discussion Outcome  |
|---------------|---|------------------|--------------------------|---|
| 5             | Welcome to all and to new members   | I                | Chair                    |   |
| 7             | Project background & agenda review  | I                | Chair                    | Orient new members & finalized agenda                                 |
| 73            | Needs assessment review and feedback  | A & S            | J Dockery and T Tichnell | Toward finalizing a deliverable and preparing for the prevention plan |
| 15            | Updates from OCTF (prevention plan guidance overview)   | I                | N Sillaman               | Alignment with OCTF Vision  |
| 10            | Break   |                  |                          |   |
| 60            | Work Group breakout sessions<br>- Needs assessment work group decide what needs to be done to finalize needs assessment<br>- Prevention Plan and April Plan/Outreach Plan work groups meet together to begin translating the needs assessment, review results of inventory, & develop work plan | A & S            | All                      | Final plans for needs assessment<br><br>Initial work plans            |
| 10            | Review today's commitments, identify other action items & wrap up   | I                | Chair                    | Responsibilities confirmed  |

\*Items for information (I), items for action (A), items for strategic discussion (S), other business (OB)

**Takeaway Actions**

| Activity | Person(s) Responsible | By When |
|----------|-----------------------|---------|
|          |                       |         |