

## **Accountability Model Team Meeting**

**Date:**

**Place:**

### **AGENDA**

#### **Objectives:**

- 1. Review purpose of Accountability Group**
- 2. Adopt ground rules**
- 3. Review draft action plan format**
- 4. Adopt goal/vision**
- 5. Identify challenges to goal/vision**
- 6. Confirm team membership**
- 7. Plan next steps**
- 8. Identify meeting roles**
- 9. Evaluate meeting**

#### **Agenda:**

**9:00 Welcome, review agenda and confirm next meeting time and place**

**9:15 Review purpose of Group**

**9:30 Review, revise and adopt ground rules for meetings**

**9:45 Review draft action plan format**

**10:00 Adopt goal/vision for the group's planning**

**10:45 Identify challenges to the goal/vision and strategies for addressing challenges**

**11:45 Review team membership: do we have who needs to be here given our vision?**

**12:45 Plan next steps: roles for next meeting; objectives for next meeting:**

**1:00 Complete meeting evaluation**