

## Medford LEAP Working Group Agenda

Date: April 10, 2012	Location: Medford City Hall		Time: 3:30pm – 5:30pm
What	Who	Minutes	Desired Outcome
<b>1. Start Up</b>			
<ul style="list-style-type: none"> <li>▪ Welcome &amp; Introductions</li> <li>▪ Purpose &amp; Desired Outcomes</li> </ul>	Helen and Erin	15	A shared understanding of meeting purpose, structure, and expectations
<b>2. Presentation</b>			
<ul style="list-style-type: none"> <li>▪ Introduction to MAPC and LEAP</li> <li>▪ Past Community Achievements</li> <li>▪ Baseline: “Where are we now?”</li> </ul>	Erin	20	A shared understanding of the purpose of LEAP and Medford’s current energy consumption and energy projects
<b>3. Brainstorm: Local Assets &amp; Challenges</b>			
<ul style="list-style-type: none"> <li>▪ What are the best things about living/working here?</li> <li>▪ What are the greatest challenges?</li> <li>▪ What past community efforts worked well and why?</li> <li>▪ What past community efforts didn’t work well and why?</li> </ul>	Everyone	30	A list of local assets, resources, challenges, and potential pitfalls for energy work
<b>4. Brainstorm: Priorities &amp; Goals</b>			
<ul style="list-style-type: none"> <li>▪ What should be the primary objective of LEAP activities?</li> <li>▪ What is the most important problem to be addressed?</li> </ul>	Everyone	30	A list of Working Group priorities for establishing LEAP goals
<b>5. Next Steps</b>			
<ul style="list-style-type: none"> <li>▪ MAPC compiles research</li> <li>▪ MAPC holds public meeting or visioning workshop (May 2, 7-9pm &amp; May 3, 10am -12pm)</li> <li>▪ Working Group meets and reviews draft plan</li> <li>▪ Draft plan is open for public comment</li> <li>▪ Action Plan is formally adopted</li> <li>▪ Implementation begins</li> </ul>	Erin	15	A shared understanding of next steps for LEAP work and how Working Group input will be used
<b>6. Meeting Evaluation</b>			
<ul style="list-style-type: none"> <li>▪ +/Δ : One thing that worked well, one thing to change</li> </ul>	Everyone	5	A list of suggestions for future Working Group meetings