



HFNNE Steering Committee Meeting  
August 31, 2023

Start time: 11:01am

### 8/31: Meeting Roles

Bronwyn – facilitator & proj. mgr.  
Chloe – monitor chat & hands raised  
Alex – taskmaster

**Official start time: 11:01**

### Housekeeping (~4 minutes)

- Meeting roles
- Summit Save the Dates – registration update
- Looking for SC Member volunteers to facilitate breakout sessions

- I. **Andy Seaman – Keynote Speaker WordCloud** (~5 minutes)
  - (a) Context: All the plenary speaking spots are short (TED Talk-style) to keep things highly engaging and moving, and to fit everything within the 45-minutes we allocated for the opening plenary. Andy’s keynote will be 10 minutes. *He is looking for guidance about what SC members want him to focus on during his keynote.*
- II. **Developing Strategic “Buckets”** (~35 minutes)
  - (a) Led by Katie/JSI
- III. **Wrap up** (~15 minutes)
  - a. General thoughts/concerns/questions?
  - b. Next steps
  - c. Review action items (Taskmaster)
  - d. Evaluation reminder
  - e. Any Other Business (Parking Lot)

**Next meeting:** September 14, 2023 @ 11am via ZOOM.  
Thank you!!!

# Keynote Speaker WordCloud

Andy's keynote will be 10 minutes. He is looking for guidance about what SC members want him to focus on during his keynote.





# Developing Strategic “Buckets”





# Wrap up

- a. General thoughts/concerns/questions?
- b. Next steps
- c. Review action items (Taskmaster)
- d. Evaluation reminder
- e. Any Other Business (Parking Lot)



# THANK YOU!

Next meeting: September 14, 2023