Program Committee Meeting
October 21, 2013
9:00 am – 11:30 am
Portland Building, Room C
1120 SW 5th Ave, Portland, OR

RDPO
Regional Disaster Preparedness Organization
Unified. Prepared. Resilient.

AGENDA

Agenda Items:

Number	Time	Item	Presenter/Facilitator
1	9:00 am	**Welcome, Opening Remarks and Introductions**	Chief Erin Janssens, Program Committee Chair
2	9:05 am	**September 16, 2013 Joint SC-PrC Strategic Planning Workshop Minutes** ▪ **Action:** Review and Approve	Erin
3	9:10 am	**Program Committee Administrative Matters** ▪ Leadership Transition: Commence the Chair and Vice Chair nominations process ▪ Discuss the timing and impact of EMWG-REMTEC consolidation ▪ **Action:** review and approve the SOPs for the Emergency Management Work Group and the Marine and Civil Aviation Work Group	Erin, Adrienne and Denise
Presentations, Discussions, Decisions			
4	9:25am	**October 11, 2013 Policy Committee Meeting Debriefing** ▪ Review the outcomes of the recent Policy Committee meeting and its impact on the RDPO	Adrienne Donner, PrC Vice Chair; Denise Barrett, RDPO Administrator
5	9:35 am	**Developing the Work Plan for the Approved 2014-2016 RDPO Goals and Priority Objectives** ▪ Review the Policy Committee Approved RDPO 2014-2016 Strategic Goals and Priorities ▪ Strategize on how best to organize and execute work planning	Denise

Number	Time	Item	Presenter/Facilitator
6	10:10 am	**2013-2014 THIRA – Phase I** ▪ Review and agree on Monkey Survey results: the top three Core Capabilities ▪ Strategize on how to organize subject matter expert teams ▪ Review regional staff roles ▪ Review process and timeframe for executing THIRA 2013 (Phase I)	Denise and Justin Riley, RDPO Regional Planner
Reports and Updates			
7	10:30 am	**RDPO Communication and Information-Sharing** ▪ Review the RDPO's current communication projects and approach to engaging its readership/clients	Kristen Baird, RDPO Sr. Program Communication Specialist
8	10:40 am	**Round the Table Reports:** Participants give brief updates on the work, achievements and next steps of their Work Group, Sub-Committees, Task Forces, etc.	All
Other Business			
9	11:25 am	**Good of the Order**	Erin
10	11:30 am	**Adjourn**	Exeunt

Note: Meetings of the Program Committee may be audio-recorded for the purposes of preparing minutes.