

Sample Environmental Planning Team Meeting Agenda

The following sample agenda includes different components a Tribe may consider including in their meeting agenda to provide structure for their planning team meetings. There is no requirement that this particular format be used.

Environmental Planning Committee Meeting

Tuesday, May 22, 2012 at 7:00pm

Tribal Office

AGENDA

Call Meeting to Order

Welcome and Introductions

Roll Call

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Vision Statement Development (meeting 1)

Identify Community Environmental Issues (meeting 1 or 2)

Let's do some brainstorming.

We don't want to leave out any current issues or issues that we think might arise.

Environmental Assessment(meeting 2 or 3)

Our environmental staff created a draft assessment.

We need to edit it and get it into final form so we can get started.

- *Is there anything we need to add?*
- *What other information would be like to get from the assessment?*

Next Meeting

During our next meeting we will go over the assessment results and start brainstorming solutions to some of the problems. This will be a very thorough process, be thinking of some solutions to some of the issues. We will discuss them at the next couple of meetings.

Closing Thoughts, Comments & Questions

Committee/ Staff

Schedule Next Meeting