Unified Program Data Steering Committee Agenda

June 22, 2004
Conference Room 210
9:30a.m. – 2:00p.m.

10:00-10:10
Agenda Review and Lunch Plans — Larry/Kathleen

10:10-10:15
Charter Review — Larry Matz

10:15-10:30
Action Items from last meeting

- **Action Item: Dan Firth will post meeting minutes of subsequent meetings, after the group has reviewed them. (Complete)**
- **Action Item: The final version of the charter will be sent by Kathleen to Dan Firth for posting. (Complete)**
- **Action Item: The Final Charter will be handed out at the UPAAG and the Industry Meeting on Friday March 26, 2004. (Kathleen) (Complete)**
- **Action Item: Kathleen H. will send the power point presentation to all group members. Members need to look at the plan and make a list of issues, details, questions, etc. that need to be addressed. Those need to be sent to Kathleen so they can be placed into categories.**
- **Action Item: Kathleen Harvey will provide copies of the Cal/EPA Grant to the committee members. (Kathleen) (Complete for the Pre-Proposal)**
- **Action Item: By the next meeting, Jim Sullivan will have sent the dollar amounts of grants, the status of the grants, the type of grant, and what each grant can be used for.**
- **Action Item: Kathleen will compile the information for all grants and send it out to the committee members.**
- **Action Item: Dan Firth will send updates on grants for Kathleen to compile and send to the group.**
- **Action Item: Dan Firth will send his "wish list" of things, that he would like to see come out of this committee, to the group. Anyone is welcome to reply with additional ideas/issues and why those should be considered. Dan will compile all ideas into one list and with this list decisions can be made on which grants should be used to fulfill these ideas.**
- **Action Item: Dan Firth will post the draft survey information regarding data systems and projects being undertaken by local CUPAs and will post the raw data if requested. This will be posted on the CalCUPA website. (Complete)**
- **Action Item: The group needs to review the two documents handed out by Larry M., State Program Review Framework and the State Program Review Protocol. These documents and follow up meetings will be discussed at the next Data Steering Committee meeting. (Complete)**

11:00-11:15
Break

11:15-11:45
State Program Review Framework
and State Program Review Protocol — L.Matz

Wish List D.Firth

Discussion and additions

11:45-12:15

Lunch and Break

12:15-1:45

Data System Management Plan Review

Power Point Presentation

Discussion

1:45-2:00

Next Steps/Next Meeting