

**Youth Master Plan Action Table Session 1
Detailed Facilitator's Agenda
Tuesday, March 9, 2021 11am-1pm**

Materials:

- See Process Overview Deck [Here](#) (Presentation lead by trepwise)
- See All YMP Solutions Deck [Here](#)
 - **Note:** Your YMP-Specific Solutions Deck is in your YMP folder in the [Drive](#) and linked in the agenda below.
- See Your In-Session Worksheets Here
 - [Health & Well-Being Worksheet](#)
 - [Space & Place Worksheet](#)
 - [Safety & Justice Worksheet](#)
 - [Economic Stability Worksheet](#)
 - [Learning Worksheet](#)
 - [Youth Voice Worksheet](#)
- See Recommend Reading [Here](#)
- Zoom links & calendar invites to come via email

Agenda:

Time	Activity	Table Lead Actions	Tool Facilitator Actions
11:00am - 11:15am	Welcome & Board Business (Larry & Karen)		
11:15am - 11:35am	Implementati on Tables Overview & Review of Today's Activities (trepwise)		

11:35am - 11:40am	Zoom Transition to individual tables with new Zoom link (All)	Tool Facilitators Launch Zooms Note: If you are having tech issues, contact Palmer Mills at 713-377-8311 / palmer@trepwise.com	
11:40am - 12:00pm	Welcome & Individual Introductions (Table Leads + All Table Members)	Step 1. Table Leads facilitate <i>quick</i> introductions for full Table <ul style="list-style-type: none"> Name Current role and/or relationship to this ymp area How your experiences shape your perspective on this YMP area Step 2. Table Leads provide a <i>quick</i> reminder of what we're doing in this session: <ul style="list-style-type: none"> Reviewing solutions & context Beginning to fill out solution briefs (it's okay if all are not finished during this session) Assign next steps to complete solution briefs after the session Step 3. Provide a <i>quick</i> reminder of our community agreements reviewed in the opening 30 minutes (you may cut this if you are running late). <ul style="list-style-type: none"> Provide an opportunity for folks to add on more community agreements if they'd like, verbally or in the chat box. 	Our Community Agreements <ul style="list-style-type: none"> Recognize that we can't all be articulate all the time Be aware of time - this is a quick moving process! Speak your truth - if it's not said it won't be known Expect and accept non-closure Create space for difficult conversations, and embrace curiosity Expect feedback from youth and other experts Remember our YMP Guiding Principles
12:00pm - 12:15pm	Review of Solutions & Context (Table Leads facilitate) (Tool Facilitators)	Step 1. Provide 10 minutes of silent reading time (or more if needed) for your group to review the following components of the YMP overview, which was included in pre-session reading: <ul style="list-style-type: none"> Issue Statement Goal Statement Solutions 	Tool Facilitator drops the Solutions Overview link in the Zoom chat for the 10 minute review. During the clarifying questions, Tool Facilitator will screen

	<p>screen share, share link in chat, take notes)</p>	<ul style="list-style-type: none"> • Additional YMP & Solution Context <p>Step 2. Provide an opportunity for any clarifying questions.</p> <ul style="list-style-type: none"> • <i>Note: Questions at this point should be about gaining clarity on the meaning and intent of the solutions, not about implementability.</i> • <i>Note: Tool Facilitators should capture any clarifying questions that need to be elevated to the trepwise / CPYB team at the end of the Session 1 Worksheet.</i> 	<p>share the Solutions Overview.</p> <ul style="list-style-type: none"> • Health & Well-Being Solutions Overview • Space & Place Solutions Overview • Safety & Justice Solutions Overview • Economic Stability Solutions Overview • Learning Solutions Overview • Youth Voice Solutions Overview <p>Tool Facilitators capture any clarifying questions</p>
<p>12:15pm - 12:50pm</p>	<p>Complete Solution Brief Worksheets (Table Leads facilitate) (Tool Facilitators screen Share & take Notes)</p>	<p>Step 1. Tool Facilitator screen shares the blank worksheet. (See links in the right column for your YMP-specific worksheet)</p> <p>Step 2. Table Leads provide a quick run through of the categories / questions in the worksheet.</p> <p>Step 3. Table Leads verbally facilitate the participants through completion of as many solutions as time allows.</p> <ul style="list-style-type: none"> • Note: <i>Allow participants to decide which solution(s) they would like to start with. It may be best to start with the solutions that participants have the most knowledge around.</i> • Note: <i>Try your best to move efficiently through all your solutions briefs, filling in some info for each question.</i> • Note: <i>Action plan to fill in missing info is incorporated into the process -- this will inform next steps.</i> 	<p>Tool Facilitators screen share with the blank worksheet (see below for link).</p> <p>Tool Facilitators take notes based on Table responses, while the Table Leads verbally facilitate movement through the document</p> <p>Blank Worksheets:</p> <ul style="list-style-type: none"> • Health & Well-Being Worksheet • Space & Place Worksheet • Safety & Justice Worksheet • Economic Stability

			Worksheet <ul style="list-style-type: none"> • Learning Worksheet • Youth Voice Worksheet
12:50pm - 1:00pm	Assign Clear Next Steps (Table Leads + Tool Facilitators)	<p>Step 1. Share Next Steps with Table Members:</p> <ul style="list-style-type: none"> • Tool Facilitators will ensure all next steps are emailed to the Table Members by EOD Wednesday • Table Members and/or Table Leads with next steps assigned to them will complete the next steps by Tuesday, March 23rd • trepwise & NOCYPB team will analyze briefs to identify cross-solution & cross-YMP barriers and trends • Next session is Tuesday, April 13, 11am-1pm <p>Step 2. Briefly Review Next Session Agenda with Table Members (see list below):</p> <ul style="list-style-type: none"> • Review shared barriers across solutions & brainstorm action strategies for these barriers • Prioritize 2-3 solutions for immediate coordinated action in 2021 & 2022 • Identify questions for and supports required from other tables • Identify information needed to develop action strategies <p>Step 3. Thank You & Close Out Table Meeting</p> <p>Step 4. Table Leads return to Main Room for Debrief with all Table Leads and Tool Facilitators</p> <ul style="list-style-type: none"> • Zoom link: https://us02web.zoom.us/j/84823358164 	