

**Ad Hoc Advisory Group
Meeting 1 (January 28, 2021)
Virtual Meeting Agenda**

[Zoom Meeting Registration Link](#)

Meeting ID: 869 1118 1802 / Passcode: 664480
One tap mobile: +16699006833,,86911181802#

Time	Item Description	Presenter
10:00 am	Welcome, Introductions and Advisory Group Purpose <ul style="list-style-type: none"> Welcome from California Dept. Food & Agriculture (CDFA) Facilitator and Advisory Group Member introductions Ad Hoc Advisory Group charge as given by the EFA SAP 	CDFA Leadership and Facilitator
10:20	Public Comment Opportunity	Facilitator
10:25	Review and Adoption of Charter <ul style="list-style-type: none"> Overview of purpose and outline of charter Review of input received in pre-meeting survey Group discussion to revise charter as needed Show of hands for support for adoption 	Facilitator
10:55	SWEEP Background Presentation <ul style="list-style-type: none"> Program requirements, restrictions, scoring criteria, review process and funding decisions from the latest granting cycle Post grant award actions: SOW revisions, potential project terminations, verifications, etc. 	SWEEP Team
11:40	Discussion / Questions	Members
12:00	Lunch Break	
12:45	Breakout Group Overview	Facilitator
12:50	Breakout Groups Discussions & Break Participants will split into three breakout groups based on which question they want to answer: <ul style="list-style-type: none"> Ensure that all members understand the question before them. Identify any additional information that is needed to form recommendations. Begin formulating preliminary recommendation concepts. Identify suggestions for how best to advance recommendation development process. 	Members
2:00	Report Out and Discussion <ul style="list-style-type: none"> Each group will have 20 minutes to report out on their focus group's discussion. The members of the larger group will share their reactions and add their thoughts. 	Members
3:00	Public Comment Opportunity	Facilitator
3:05	Next Steps <ul style="list-style-type: none"> Recap any requests from the group for the next meeting (ex: information gathering tasks). 	Facilitator
3:30	Adjourn	

Questions: Please email: CDFA.OEFI@cdfa.ca.gov