

Meeting	Estimated Date	Meeting Focus	Goal
1	May 22, 2023 <i>Meetings start at 5pm and run 1.5-2 hours</i>	<ul style="list-style-type: none"> • Introduce team and Task Force • Provide an overview of the project scope and schedule • Introduce the Vision Zero concept and framework • Walk through the Task Force Charter, addressing roles, expectations, and decision making • Assess which perspectives are missing? 	<ul style="list-style-type: none"> • Set the stage • Clarify the role of the Task Force • Begin to build trust
2	June 5, 2023 - virtual	<ul style="list-style-type: none"> • Review best practices and lessons learned from comparable communities • Present (Town) Plan and Policy Review and relation to this Action Plan • Refine and adopt the Task Force Mission Statement 	<ul style="list-style-type: none"> • Understanding of Vision Zero Best Practices • Understanding of Town Plans and Policies • Finalize Mission Statement
3	June 26, 2023	<ul style="list-style-type: none"> • Co-create the Action Plan Vision and Goals Framework • Define inclusive engagement and identify upcoming opportunities for Task Force community engagement 	<ul style="list-style-type: none"> • Action Plan Vision and Framework • Public engagement action items and responsible parties/subcommittees
4	July 24, 2023	<ul style="list-style-type: none"> • Review and discuss: <ul style="list-style-type: none"> ○ Town crash data ○ High Injury Network (HIN) ○ Predictive analysis (SSPF) • Review draft crash dashboard • Review draft community survey/webmap • Identify focuses, actions, and further project prioritization 	<ul style="list-style-type: none"> • Understanding of the Town's crash data, HIN, and predictive analysis • Input to finalize crash dashboard and community survey/webmap • Clarify Plan focus, actions, and project prioritization
5	August 7, 2023 - virtual	<ul style="list-style-type: none"> • Prep for Public Meeting #1 • Develop goals, actions and strategies related to (break out 	<ul style="list-style-type: none"> • Outline and defined goals for Public Meeting #1

		<ul style="list-style-type: none"> by subcommittee or do round robin): <ul style="list-style-type: none"> • Collaboration between government agencies, law enforcement, public health organizations, and community groups • Enforcement • Funding 	<ul style="list-style-type: none"> • Draft goals, actions and strategies related to collaboration, enforcement, and funding
6	August 21, 2023	<ul style="list-style-type: none"> • Develop goals, actions and strategies related to (break out by subcommittee or do round robin): <ul style="list-style-type: none"> ○ Systemic risk factors ○ Public awareness and education 	<ul style="list-style-type: none"> • Draft goals, actions and strategies related to: systemic risk factors, public awareness, and education
7	September 11, 2023	<ul style="list-style-type: none"> • Review community input from interactive crash analysis map • Discuss goals, actions and strategies related to (break out by subcommittee or do round robin): <ul style="list-style-type: none"> ○ Roadway design ○ Speed limits ○ Quick build solutions ○ Data collection and reporting 	<ul style="list-style-type: none"> • Understanding of community input related to crash data, perception of safe or unsafe areas, etc • Draft goals, actions and strategies related to roadway design, speed, and data collection/reporting
8	October 2, 2023 - virtual	<ul style="list-style-type: none"> • Debrief of Public Meeting #2 • Collectively review and refine goals, actions and strategies 	<ul style="list-style-type: none"> • Determine how community input influences Plan • Defined goals, actions and strategies within Action Plan Framework
9	October 16, 2023	<ul style="list-style-type: none"> • Status update on development of draft Vision Zero Action Plan • Strategize building support for plan adoption • Discuss Vision Zero impact on Town's Bike Plan Update 	<ul style="list-style-type: none"> • Input on draft Action Plan • Finalize strategies for plan adoption and ongoing support • Understanding of connected nature of Bike Plan Update

10	November 13, 2023	<ul style="list-style-type: none"> • Prep for Public Meeting #2 • Review draft actions, strategies, and performance metrics of preliminary Action Plan 	<ul style="list-style-type: none"> • Outline and defined goals for Public Meeting #2 • Refined actions, strategies, and performance metrics for Action Plan
11	December 11, 2023	<ul style="list-style-type: none"> • Debrief of Public Meeting #2 • Debrief of Consultant meetings with Town Council, departments, CRCOG, CTDOT • Finalize actions, strategies, and performance metrics of Pre-Final Action Plan 	<ul style="list-style-type: none"> • Understanding of public feedback • Understanding of Town, State, regional feedback • Final actions, strategies and performance metrics
12	January 8, 2024	<ul style="list-style-type: none"> • Plan finalization • Task Force reflection on what worked, what didn't, and what comes next 	<ul style="list-style-type: none"> • Evaluation of Task Force process and outcomes • Roadmap for what comes next