

Safe Routes to School Task Force to the Secretary of Transportation
U.S. Department of Transportation
Second Meeting: April 19, 2007

Meeting Location: Holiday Inn Capitol, Room: Discovery I
550 C Street SW
Washington, DC 20024
(202) 479-4000

Statement of Work for This Meeting

The purpose of this meeting is to quickly review the outcome from the last meeting and then to finalize/reach consensus on the national strategy for advancing SRTS and the outline for the task force report. At the end of this meeting, the consultants should have sufficient information to develop a draft report.

Agenda

- 8:30 Call to Order, Introductions, Welcome (Donna Smallwood)
- 8:45 Approval of Minutes from January 11, 2007 Meeting (Donna Smallwood)
- 9:00 Review of Meeting Format and Ground Rules and Recap of Last Meeting (Donna Smallwood)
Ethics Reminders (Tim Arnade)
- 9:15 Continuation of Facilitated Discussion of Strategies to Advance SRTS Programs Nationwide
 - o What is a national strategy?
 - o Brainstorm potential national strategies
 - o Refine/develop consensus on potential national strategies
 - o Who is the audience/what is the purpose of the report?
- 9:45 Break
- 10:00 Continuation of Task Force Discussion
- 11:00 Facilitated Discussion of the Draft Outline for the Task Force Report
- 11:45 Lunch (On Your Own)
- 1:00 Continued Discussion of the Draft Outline
- 2:30 Break
- 2:45 Public Comments
- 3:15 Summary of Discussion and Consensus of Task Force
- 4:00 Summary of Action Items, Next Steps, and Charge to Consultants
- 4:45 Closing Comments
- 5:00 Adjourn