Welcome, introductions, community agreements:

- Round robin introductions/ reviewed agenda.
- Reviewed community agreements.

In-person meeting logistics:

- Was moved to Thursday, May 5th. Location is confirmed: DEP Arkville facility.
- 10:00am – 2:00pm with short lunch break.

Steering Committee discusses level of detail and types of strategies for Final Report:

- Stay relatively general in recommendations.
- This is not a tactical plan, that comes later.
- All recommendations to be actionable, but no need for specific details, deadlines, etc.
- There will be some necessary redundancies.
- When reviewing the first draft, will decide what’s redundant and where the gaps are.

Action items/ Next steps:

- Submit draft by eob Monday, April 4th.

Agenda for April 7th meeting:

- Theme groups report on finished draft.
- Presentation on Open Spaces for All project.