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|  | Autism Commission Birth to 14 Subcommittee |
| Location:  | 500 Harrison Avenue, Boston - 2nd Floor Conference Room  |
| Date:  | Friday, September 6, 2019  |
| Time: 10:00 a.m. to noon  |

Meeting Objective:

* **Select new recommendations to the Autism Commission for 2019-2020**

Meeting Norms:

* We are collaborative and solutions-oriented. Please arrive at all meetings ready to work with colleagues in identifying potential solutions to what are often complex problems.

* In order to use our time wisely, we will be present both physically and mentally, starting and ending our meetings on time.

* We will communicate effectively and be concise when we speak—encouraging respectful participation and inviting a wide range of perspectives, while managing our own “air time” to ensure everyone has the chance to speak.

* We will address conflict by dealing with the issue, not the person or people involved.

* We will ask questions when in doubt.

Meeting Agenda:

1. **Vote on opening the meeting to members participating by phone**

1. **Discussion and approval of draft minutes from the 17 July 2019 meeting of the Birth to 14 Subcommittee**

1. **Birth to 14 Subcommittee Recommendations for 2019-2020**
	* Discussion of recommendation process (a.k.a. “What makes for a solid recommendation?”)
	* Review of previous recommendation and additional topics o IEP Improvement Project (recommendation) o BCBA Recruitment and Retention (additional topic) o Reducing evaluation wait times (additional topic)
	* Discussion of new recommendations o Areas of most pressing concern o Prioritization of concerns

o Determination of recommendation(s) for 2019-2020

1. **Subcommittee Membership**

1. **Next steps and close**