

SFCAHT
Conference Planning Committee Meeting
 March 13, 2013, 12:00PM – 1:30PM
 25 Van Ness Avenue, Suite 800

AGENDA

1. Action planning session on the following tasks:

Action	Team	Timeline
Identify and confirm Conference sponsors		March 15
Invite and confirm key speakers for the opening session		March 15
Select Conference moderator	Steering Committee	March 15
Draft, approve and send out Save the Date letter	Taraneh Moayed Danielle Fluker with Upon Committee members' approval	March 25
Plan the structure and content of the panel presentations	Antonia Lavine, Panelists	March 30
Plan the structure of the breakouts and decide on targeted outcome from their work	Antonia Lavine , Marianna Warmee, Benita Hopkins , Alix Lutnick, Breakout's leading experts	March 30
Draft, approve and send out the invitation	Taraneh Moayed Danielle Fluker Upon Committee members' approval	April 15
Plan Conference PR		April 15
Plan Conference logistics: access to building, registration, technical assistance, materials for dissemination etc.	Taraneh Moayed, Danielle Fluker, Carol Russo	April 15
Plan to provide and fund breakfast, lunch and coffee breaks		April 15
Finalize the film and pre-screen with interested committee members	Aimee Allison	April 15

2. Breakouts' planning session

- a. Group Breakout 1 - Prosecution and Punishment of Child Sex Trafficking - Marianna Warmee
- b. Group Breakout 2 - Protection of and Assistance to Child Sex Trafficking Victims - Benita Hopkins
- c. Group Breakout 3 – Prevention of Child Sex Trafficking and Stakeholders' Partnership – Antonia Lavine
- d. Group Breakout 4 - Nexus: Domestic Violence, Runaway and Foster Care issues - Alix Lutnick

3. Next meeting