**1000 Hours Cooperators Meeting**

Participants: IC, Ops, Liaison, Assisting & Cooperating Agencies, Stakeholders

(Note: LOFR to determine who is facilitating meeting: LOFR or PSC.)

Materials needed: Location, preferably indoors, map, PA System, Easel and paper (pre-stick), pens, chairs. Assistant to act as scribe if needed.

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| **Agenda Topic** | **Briefed By** |
| Welcome and ground rules* Phones off, keep sidebar conversations to minimum. COVID or other special instructions.
* Sign-in sheet for each meeting/day.
 | LOFR/PSC |
| Welcome and IntroductionsIMT: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_IC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_PIO: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_SOFR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ OSC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_PSC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_LSC: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Self-introductions of attendees: |  |
| Purpose of meeting | LOFR |
| Situation Update | OPS  |
| Weather | OPS/PSC/LOFR |
| Evacuation/Repopulation | LELO |
| Issues:* Federal and Tribal Agencies
* Local Agencies
* Utilities
* Elected
* Other cooperators
 |  |
| Agency Administrator. Introduce and open for comment |  |
| Closing Comments | IC |
| Immediate action on any items | LOFR |
| Next meeting time and location | LOFR |