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| Facilitator: | | EOC Director or Plans Section Chief | |  | |
| Purpose: | | * Review and/or Update stock EOC Objectives and Action Plan * Establish Operational Periods * Identify Conditions, Action and Needs (CAN) | | |
| Attendees: | | Management and General Staff (Sections Chief & above) (Add members as required) | | |
| (1) | Introductions (EOC Management, General Staff and others) (Plans) | |  | |
| (2) | Discuss situation as obtained from field and other EOCs/DOCs (Plans) | |  | |
| (3) | Review and/or Update stock Objectives and/or stock Action Plan (Plans) | |  | |
| (4) | CAN Reports (Conditions, Actions, Needs)   * Management (Director) * Operations (Operations Chief) * Logistics (Logistics Chief) * Finance (Finance Chief) * Planning (Plans Chief) | |  | |
| (5) | Establish Operational Periods (Director) | |  | |
| (6) | Review and/or establish timing of coordination meetings (All) (e.g., Objectives Meeting, Strategy Meeting, Planning Meeting) | |  | |
| (7) | Roundtable and Closing Comments (All) | |  | |
| (8) | Adjourn (Plans) | |  | |

#### Outcome(s): Set the pace for the Action Planning process

**Next Step(s):**

* Prepare for the Objectives Meeting
* Objectives Meeting time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_