## **Agenda: 2021-2022 Annual Work Plan Development Task Group**

Meeting #1: May 20 2021

Participants: Sterling Carruthers (PE), Gianoula Korinis (ON), Peggy Orbasli (NL), Sally Scott and Deepika Sriram (PHAC), Susan Hornby and Craig Watson (Secretariat)

1. Welcome

2. Overview of 2020-2021 Annual Work Plan - Content

 What worked well; areas/tasks completed

 What did not work well; areas/tasks not completed

3. Approach to 2021-2022 Annual Work Plan - Format

 Spreadsheet

 Executive Summary

 Tracking Tables by Quarter

4. Next Steps / Next Meeting