



Weekly Staff Meeting Agenda

Date: _____

1.) Shooting and Killings data review

- a.) Shootings last month (last year): _____ Shootings this month: _____ Goal: _____
- b.) Killings last month (last year): _____ Killings this month: _____ Goal: _____
- c.) Shootings last year: _____ Shootings this year: _____ Goal: _____
- d.) Killings last year: _____ Killings this year: _____ Goal: _____

- e.) Shootings and killings this week and follow-up plan using violent incident review form
- f.) Violent incident review from last week/month/quarter
- G.) Brewing conflicts and follow-up plan
- H.) Current conflicts being mediated and plan
- I.) Mapping of shooting and killings data

2.) Canvassing and Community Awareness

- a.) Review plan for the Week/Month/Quarter to cover the entire target area
- b.) Public education (message creation/delivery/frequency)
- c.) Hot spots to be canvassed this week:

Tuesday	Wednesday	Thursday	Friday	Saturday

3.) Building Community Relationships

- a.) Review of current resources
- b.) Specific resource needs for high risk and follow-up

4.) Community Activities

- a.) Upcoming community activity this month
- b.) Planning for the next quarter of community activities

5.) Participant Activities

- a.) Upcoming participant activity this month
- b.) Planning for the next quarter of participant activities

6.) Treatment Team

- a.) Review one or two participants using treatment team form
- b.) Review one or two conflicts mediated by staff

7.) Documentation

- a.) Participant files
- b.) VI daily logs
- c.) Conflict mediation

8.) Other