**Birth Equity Meeting Agenda**

Institution/Hospital

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**December 2021**

Date:

Attendance:

|  |  |  |
| --- | --- | --- |
| Topic/Agenda item | Discussion points/notes | Next steps  (Timeline & Responsible person) |
| Data collection | * Baseline data – where are we?   + Hospital level entry been completed? * Monthly active initiative data   + Who will be submitting data (due 12/22)   + Any assistance or barrier for data submission the team needs to address? |  |
| 30/60/90 day creation | * Review the Respectful Care Practices (RCP) and PREM Resources within the BE toolkit * Create 30/60/90day plan based on how to implement RCP and PREM at your hospital * Any barriers anticipated. If so, how can we overcome these barriers? * What are our next steps to move our 30/60/90day plan forward? |  |
| Next Steps | * Upcoming meeting dates |  |

Next Meeting Date/time:

Next Meeting Link/Location: