



GHKC Quarterly Meeting Agenda

May 31, 2017

URC's new location: 5404 Wisconsin Avenue, Suite 800, Chevy Chase, MD 20815
Metro: Red Line, Friendship Heights (exit for Wisconsin Place)

9:00-9:30 Light Breakfast and Networking

9:30 Welcome and Introductions (*Lani Marquez, ASSIST/URC*)

Pair off with someone you don't know well; tell each other one thing you want to get out of GHKC and one thing you bring to GHKC. At the bell (4 min.), make a new pair and repeat. ("Impromptu Networking" from <http://www.liberatingstructures.com/2-impromptu-networking>)

Online host: *Beth Head, ASSIST/CCP*

10:00-11:30 Building Capacity for KM Knowledge Café

Knowledge Café Questions (table host):

- Table 1: How do you get field staff to understand what KM is and what it can do for your program? (*Carrie Hemminger, PATH*)
- Table 2: How do you get field staff to use toolkits and other knowledge products? (*Alison Lucas, ASSIST/URC*)
- Table 3: What are best practices for building toolkits and eLearning products? (*Mayssa el Khazen, ASSIST/URC*)
- Table 4: How do you use mobile apps (WhatsApp, others) to facilitate learning across staff and countries? (*Nkem Wellington, JSI*)
- Table 5: How do you develop writing skills among field staff? (*Silvia Holschneider, ASSIST/URC*)
- Table 6: How do you build in and design pause and reflect moments in your program implementation? (*Luis Ortiz-Echevarría, MSH*)
- Online Virtual Table: Discuss all the questions (*Beth Head, ASSIST/CCP*)

11:30 - 12:30 Sharing and Shout-outs

12:30 - 1:30 Lunch provided by URC

1:30 - 2:30 Task Team Reports & All Other Business

M&E Task Team, *Luis Ortiz-Echevarría, MSH*

KM Capacity Strengthening Task Team, *Jarret Cassaniti, K4Health/CCP*

All other business, *Lani Marquez, ASSIST/URC*

2:30 Regular meeting adjourned

2:30-3:30 Meeting of the KM Capacity Strengthening task team (*Cassie Mickish-Gross, K4Health/CCP*)