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| W3003 Annual Meeting Agenda    Host: Jinan Banna (C:808-393-6287) | March 15-18, 2017  Conference Overview   |  |  | | --- | --- | | Mar. 15 | Arrival & Welcome | | Mar. 16 | W3003 Papers/W3003 Subgroups | | Mar. 17 | W3003 Subgroups cont./Reconvene | | Mar. 18 | (Optional) Finalize work from previous days | |

## Wednesday, March 15, 2017

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| **6:00pm – 7:30 pm** | Welcome  *Meeting Location: The New Otani Kaimana Beach Hotel, Sans Souci Banquet Room*   * Members introduction * Overview of agenda, handouts, meeting goals * Approve Nov. 2016 Annual Meeting Minutes (San Diego, CA) |

## Thursday, March 16, 2017

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| **Meeting Location: University of Hawaii at Manoa – Agricultural Sciences Building, Room 219**  **Recommended transport is taxi or city bus, as distance from hotel is 3.2 miles** | | | | |
| **8:30am – 9:30 am** | Review Agenda items/Members List/Selection Committee Assignments  Words from Admin. Advisor | | | |
| **9:30 – 10:30 am** | Review findings from objective 1. | | | |
| **10:30 – 10:45 am** | Morning Break | | | |
| **11:00 am – 12:00 pm** | Manuscripts – updates, new manuscripts and writing groups | | | |
| Paper 1 | Paper 2 | Paper 3 | Paper 4 |
| **12:00 pm – 1:00 pm** | Lunch & Walk Outside | | | |
| **1:00pm – 3:30 pm** | Form & meet in subgroups for developing protocol for Objective 2 | | | |
| **3:30pm – 3:45 pm** | Afternoon Break | | | |
| **3:45 pm – 5:00 pm** | Reconvene as group to discuss subgroup conversations and to provide each subgroup with feedback, further ideas/direction. Review agenda items for tomorrow. | | | |
| **5:00 pm** | Adjourn | | | |

## Friday, March 17, 2017

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| **Meeting Location: University of Hawaii at Manoa – Agricultural Sciences Building, Room 219**  **Recommended transport is taxi or city bus, as distance from hotel is 3.2 miles** | |
| **8:30 am – 10:30 am** | Brief review of agenda items. Subgroups continue to meet to refine methods protocols. |
| **10:30am – 10:45 am** | Morning Break |
| **10:45 am – 12:00 pm** | Reconvene as group to discuss subgroup conversations and to provide each subgroup with feedback, further ideas/direction. |
| **12:00 pm – 1:00 pm** | Lunch & Walk Outside |
| **1:00 pm – 3:30 pm** | Subgroups meet to finalize protocols. |
| **3:30 pm – 3:45 pm** | Afternoon Break |
| **3:45 pm – 5:00 pm** | Each subgroup presents finalized methods protocols to be used for data collection of Objective 2. Determine who will be available on Saturday to begin developing IRB application materials  Appoint officers for 2017-2018. Determine 2018 annual meeting dates & locations. |
| **5:00 pm** | Adjourn |

## Saturday, March 18, 2017

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| 9:00 am – 11:00 am  (For those available to meet) | Finalize work from W3003  *Meeting Location: The New Otani Kaimana Beach Hotel, Sans Souci Banquet Room* |
|  | Development of IRB application materials for objective 2: consent and assent forms, recruitment flyers, etc. |