



**Lifespan Respite Grantee and Partner Learning Collaborative
State Lifespan Roles for Implementing the Respite Actions in the
National Strategy to Support Family Caregivers**

AGENDA

June 6, 2024 | 3:00 PM – 4:30 PM ET

[Zoom Link](#) Passcode: 609134

3:00 – 3:10 PM ET	Welcome, Introductions, and Overview of Agenda
3:10 – 3:20 PM	<p><i>Principle of Leadership: Prioritization</i></p> <p>Time management is the process of organizing and planning how to divide your time between different activities. Time management is the coordination of tasks and activities to maximize the effectiveness of an individual's efforts. Essentially, the purpose of time management is to enable people to get more, and better, work done in less time.</p>
3:20 – 3:50 PM	<p>Breakout Discussions & Group Report:</p> <p><i>See Breakout Room Discussion Question Guide</i></p>
3:50 – 4:15 PM	<p>Guest Presentation:</p> <p><i>Time Management Realities</i></p> <p>Presenter:</p> <p>Lisa Schneider, Executive Director, Respite Care Association of Wisconsin</p>
4:15 – 4:30 PM	Question & Answer, Wrap up, and Next Steps

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