

	
	Meeting Topic: MFP Operational Processes
	Date: Tuesday, February 6 th , 2007
	Time: 1:00-3:30pm
	Location: Rhodes State Office Tower Tower Conference Room (behind Lobby Hearing Room by ATM)

Meeting Attendees:	Work group members – see sign-in list
Purpose of Meeting:	Ohio MFP Demonstration – Kickoff of Operational Processes Work Group

AGENDA ITEMS:

Time	Topic	Discussion Lead
10 minutes	Check In – introductions, agenda, meeting purpose	Lesli Anderson
15 minutes	Overview of Ohio’s MFP Demonstration framework and MFP organization (handout - fact sheet)	Kelley Scott
15 minutes	Work Group Purpose, Goals, and Key Pieces of Work (handout – charter)	Kelley Scott
20 minutes	Determine additional ground rules and meeting schedule/logistics	Lesli Anderson
15 minutes	BREAK (when/if needed)	-----
60 minutes	Scope of Work <ul style="list-style-type: none"> • Review key pieces of work • Identify interfaces, impact to systems, tasks, other staff to include, timing issues, etc. 	Kelley Scott
15 minutes	Check Out – action items, next agenda	Lesli Anderson



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Action Item	Person Responsible	Deadline