

	
	Meeting Topic: MFP Operational Processes
	Date: Wednesday, April 11 th , 2007
	Time: 1:00-3:00pm
	Location: Lazarus Government Center Room C511 (left off elevators through double doors, first left down hallway, last room on right)

Meeting Attendees:	Work group members – see sign-in list
Purpose of Meeting:	Ohio MFP Demonstration – Operational Processes Work Group – general updates; convene Fiscal Intermediary (FI) subgroup

AGENDA ITEMS:

Time	Topic	Discussion Lead
5 minutes	Check In – agenda, meeting purpose	Kelley Scott
15 minutes	Updates <ul style="list-style-type: none"> • Subgroup status reports • Outstanding action items from previous meetings 	Subgroup leads and workgroup members assigned to action items
5 minutes	Meeting Schedule – tentative agenda focus for next three meetings	Kelley Scott
5 minutes	Check Out (Ops Processes Workgroup) – action items, next agenda	Kelley Scott
85 minutes	FI Subgroup: <ul style="list-style-type: none"> • Purpose of the subgroup • Why do we need an FI? What will they do? • Procurement specifics: <ul style="list-style-type: none"> ○ Vendor experience and qualifications ○ Scope of work – deliverable specifications ○ Timetable • What other considerations, issues, etc. do we need to keep in mind? 	Kelley Scott and all
5 minutes	Check Out (FI Subgroup) – subgroup meeting schedule/logistics, action items, next agenda	Kelley Scott



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Action Item	Person Responsible	Deadline