	Meeting Topic: MFP Operational Processes – Fiscal Intermediary Subgroup
	Date: Wednesday, April 25th, 2007
	Time: 1:00-2:30pm
	Location: Lazarus Government Center Room C511 (left off elevators through double doors, first left down hallway, last room on right)

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

AGENDA ITEMS:

Time	Topic	Discussion Lead
5 minutes	Check In – agenda, meeting purpose	Kelley
45 minutes or longer	ODA's experience using an FI	Tiffany Ray, ODA Jack Rhoades, PAA
10 minutes	Update – Meeting with Office of Contracts & Acquisitions	Kelley
25 minutes	As time allows - Begin developing FI business requirements	Kelley/All
5 minutes	Check Out – next agenda, schedule/logistics	Kelley

Meeting Notes:

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Action Item	**Person Responsible**	**Deadline**