

	
	<b>Meeting Topic:</b> Balancing Workgroup
	<b>Date:</b> August 27, 2007
	<b>Time:</b> 1:00pm – 4:00pm
	<b>Location:</b> Lazarus A501

<b>Meeting Attendees:</b>	
<b>Purpose of Meeting:</b>	MFP- Balancing Workgroup

## AGENDA ITEMS:

<b>Time</b>	<b>Topic</b>	<b>Discussion Lead</b>
5 minutes	Welcome & Announcements	Erika Robbins
40 minutes	Discuss Features of the Ideal Front Door (Document A)	Erika Robbins
60 minutes	Brainstorm Policy/Criteria Related to the Ideal Front Door (Document B)	Erika Robbins
10 minutes	Break	
60 minutes	Discuss Recommendations (Document C)	Erika Robbins
5 minutes	Next Steps	Erika Robbins
Adjourn		

\*Next Meeting: September 10, 2007 1:00pm -4:00pm Lazarus room A501





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Action Item	Person Responsible	Deadline