
	
	Meeting Topic: Workforce Development Workgroup
	Date: May 17, 2007
	Time: 1:00 – 4:00pm
	Location: Air Center Room M152

Meeting Attendees:	
Purpose of Meeting:	Workforce Development Workgroup - MFP

AGENDA ITEMS (for 5-17-07 meeting):

Time	Topic	Discussion Lead
10 minutes	Check In – introductions, review agenda, review and approve meeting minutes	Work Group Lead
5 minutes	Updates on administrative items (website etc.)	Work Group Lead
15 minutes	Update workgroup on status of recommendations for Goal 1: Direct Support Professional workforce development	Work Group Lead
30 minutes	Update: Disability Navigator Grant from the Department of Labor New Grant opportunity Department of Labor	Work Group Lead
60 minutes	Identify factors for Goal 2: Work opportunities for individuals with disabilities	All
10 minutes	Discuss next steps/Review timeline	Work Group Lead/All
20 minutes	Check Out – action items, next agenda Evaluate meeting	Work Group Lead/All
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Meeting Notes:

Action Item	Person Responsible	Deadline