

FACILITIES STUDY TEAM MEETING AGENDA

Date: December 16	Team Chair: Jim Militello
Time: 6:00-8:30	Asst. Chair: Dave Anderson
Location: Maxfield Training Center	Recorder: Carma Kay

	WHAT	WHO	TIME	OUTCOME
1	Review Agenda, Calendar	Jim Militello	6:10	Direction
2	Distillation Process	David Anderson	6:25	Awareness
3	Capacity Spreadsheet Review	David Anderson	6:40	Discussion Information
4	Financial Analysis	Jeff Scott/Jim Militello	6:55	Information
5	Draft Recommendation Document	Jim Militello and/or Dave Anderson	7:40	Information Discussion Direction
6	Options, Presentation Audit/Edit Teams	Dave Anderson	7:55	Discussion Direction
7	Next Meeting	Jim Militello	8:00	Direction