# Agenda

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<th>Time</th>
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| 3:00 p.m. | Welcome and Review  
  - Minutes from Sept 25  
  - Process updates        | Paul Ladehoff                 |
| 3:05   | Draft Recommendations  
  - Review, discuss, adjust and approve.  
  - Discussion points to include in report | Paul Ladehoff and Jim Scott    |
| 3:30   | Guidelines, policies and procedures for submitting, reviewing, signing and evaluating  
  a. Review draft MOU Policies and Procedures handbook  
    1. draft evaluative criteria  
    2. process and timeline  
    3. expedited requests  
    4. additional issues? | Jim Scott                     |
| 4:00   | Process Plan to Complete Task Force Work  
  - Report format  
  - Next steps to meet goal to submit in December | Paul Ladehoff and Jim Scott    |
| 4:30   | Adjourn                                                                 | Paul Ladehoff                 |

Next Scheduled Meetings:

TBD