Minutes

Present: Tony Siciliano, Neah Robinson, Karen Bar, Claudia Miller, Rick Roche, Ann Weaver
Non-members: Amy Weiss, Angela Puckett, Sue Stupar, MaryLou Coffman, Diane Nickolaou

Absent: N/A

1. Meeting called to order at 9:30 a.m.
2. Note taker: Joy Anhalt
3. Introductions were made of all attendees.
4. Tony reviewed the vendor demo process and timeline.
5. Discussion of features/issues/concerns for vendor demos occurred.
6. Discussion of how features should positively affect all users occurred.
7. RFP responses will be distributed to the task force members and will need to be read as preparation for vendor demos before the next Task Force meeting.
8. Public comment: L2 task force schedule is not well defined

Upcoming meeting dates: to be determined
Meeting topic will be determining questions that need to asked of all vendors.

Meeting adjourned at 11:59 a.m.