1. Introductions and agenda (All 5 min)
   a. Topics?
   b. Approve notes 4/12 - **Approved**
   c. Assign Notetaker for today - **Deb**

2. Communication Documents (ALL, 10 min)
   a. FAQ Sheet – *on Teams for SC review*
      i. Add Q&A from webinars – **Done, Thanks Morgan!**
      ii. SC review and edit – s**elect Q&A for additions to FAQ sheet for 6/27 meeting**
      iii. DW will post final on website – home page above "Subscribe here"

   b. Communication Plan Final – *on Teams*
      i. Final Word and PDF versions on Teams
         (1) Review and edit/update milestones through November 2023 (next application cycle)
            Review updates at 6/27 meeting
         (2) Plan to update after start of each current application cycle

3. Application status
   - **None to date. Not real surprising given the robust application requirements. About a handful of groups/applications are "in the works" planning to submit November 2023 or May 2024.**
   - **MSWP will outreach to groups to seek written status updates on applications "in the works"**
   - **Update the milestones as needed….through November cycle – at 6/27 meeting**
   a. **Prepare communication email to Contacts regarding May cycle, status, encouragement, availability to assist, and clarifications – between June 1 and June 27 meeting**
   b. **Prepare a one-pager for a report-up to Gov office and other interested officers or stakeholders - between June 1 and June 27 meeting**

4. Confirm or revise dates and status complete for deliverables (Tom, 30 min)
   a. May 2023 – November 2023 (and beyond?)
      i. **Revisit at 6/27 meeting**
   b. Next steps for selected projects (flowchart)

5. *Internal Roll Outs – status update (ALL, 10 min)*
   a. *Set staff expectations and time frames for application reviews*
   b. *MDT plan for internal webinar – **roll out with an application "walk-through" (record)***
   c. ***FWP recorded a brown bag meeting in April***
   d. *MSWP meeting and will rollout planning tool*
      i. *MSWP any plans for follow up and/or recording?*
      ii. *Meeting in May - MSWP desires some education outreach from MWTP to define roles for support of the work (field Qs, assist communities with program, assist proponents with apps, review apps, etc.?) - **How did this meeting go?***

6. Ad-hoc Items, if time allows

7. Next Meetings:
   6/1 – 1 – 2pm touch base

6/27 – 1-3pm. Go no go meeting – if no applications for May 2023 cycle, use this as SC working meeting?

7/25 – 1-3pm placeholder

8/29 1-3pm Consensus