

MWTP SC
Agenda June 27th, 2023

1. Introductions and agenda (All 5 min)
 - a. Topics?
 - b. Approve notes 5/17
 - c. Assign Notetaker for today

2. Communication Documents (DW, 50 min)
 - a. FAQ Sheet – *Revised draft on Teams for SC review*
 - i. SC review and final edits
 - ii. Select the Q&As for the FAQ sheet – or do you want to include all of them?
 - iii. DW will post final on website – home page above “Subscribe here”

 - b. Communication Plan June Draft
 - i. *Draft Word version on Teams*
 - (1) Review and edit/update milestones through November 2023 (next application cycle)
 - (2) Determine what communications, if any, you want to send to Contacts between now and November application cycle
 - (3) Plan to update after start of each current application cycle

 - c. May application cycle communications
 - i. DK sent one-pager to the Director’s MDT and FWP
 - ii. Draft email to Contact list
 - (1) Review and edit
 - (2) FWP to send out to Contact list via email by XXX

3. Confirm or revise dates and status complete for deliverables (Tom, 20 min)
 - a. May 2023 – November 2023 (and beyond?)
 - b. Next steps for selected projects (flowchart)

4. Ad-hoc Items, if time allows

5. Next Meetings:
7/25 – 1-3pm placeholder – hold?
8/29 – 1-3pm Consensus – change to working meeting?