



# RFA Planning Committee

<b>Facilitator:</b> Battalion Chief Rick Marshall	<b>Meeting Number:</b> 13
<b>Meeting date:</b> 2/10/2016	<b>Meeting start time:</b> 14:00
<b>Minutes taken by:</b> Rhonda Heyden	<b>Meeting end time:</b> 16:00

## I. Agenda Items:

1.	Call to Order
2.	Approval of Minutes from the 11/12/15 Meeting
3.	Pro/Con Committee Selection
4.	Public Outreach Efforts
5.	Internal Messaging Efforts
6.	RFA Task List Progress
7.	Approve Brian Snure as RFA Attorney
8.	Future RFA Planning Meeting Dates

## II. Discussion/Decision Items:

Topics	
1.1	
1.2	
1.3	
1.4	
1.5	

## III. Action Assignments:

	Description	Person Responsible	Due Date
1.			
2.			
3.			
4.			
5.			
6.			

## IV. Next meeting:

Meeting date:	To be determined
Meeting start time:	
Meeting end time:	