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RGVMPO Resilience and Sustainability Analysis Kickoff Meeting

Date: Wednesday, February 8, 2023

Time: 10:00 AM

Location: Virtual Teams Meeting

Invitees: **RGVMPO:** Andrew Canon, Luis Diaz

ATG: JD Allen, Ed Elam, Ben Magallon, René Pastorek

Meeting Objective: Promote an efficient start to the project and facilitate effective communication between the RGVMPO and ATG project team.

Agenda

1. Project Overview and Introductions
 - a. Confirm Scope
 - b. Define Study Area
2. Project Management and Administration
 - a. Project Management Plan (PMP)
 - b. Progress Reports / Billing
 - c. Project Status Meetings
 - d. Steering Committee Meetings
3. Schedule
 - a. Timeline
 - b. Key Dates
 - i. SWOT Analysis Workshop
 - ii. Public Meetings / Outreach Events
4. Data Request
 - a. Data Inventory and Needs
 - b. Citrix File Sharing
5. Stakeholder Identification / Steering Committee
 - a. Public Involvement Plan – Spanish Forward Outreach
6. Open Discussion
7. Next Steps / Action Items