



RFA Planning Committee

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| Facilitator: Battalion Chief Rick Marshall | Meeting Number: 16 |
| Meeting date: 4/13/2016 | Meeting start time: 14:00 |
| Minutes taken by: Rhonda Heyden | Meeting end time: 15:30 |

I. Agenda Items:

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| 1. | Call to Order |
| 2. | Approval of Minutes from the 3/09/2016 Meeting |
| 3. | RFA Formation Process/Brian Snure |
| 4. | Bylaws and Governing Rules |
| 5. | HR & Finance Managers |
| 6. | Interlocal Agreement Briefing |
| 7. | Confirmation of May, June, and July RFA meetings (dates, times, and locations) |

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:

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|---------------------|-----------------------------------|
| Meeting date: | 5/3/2016 (if the RFA is approved) |
| Meeting start time: | 3:30 p.m. |
| Meeting end time: | 4:30 p.m. |