Attendees: Jones, Sam; Blackwell, Calvin; McCandless, Amy; Nichols, Matt; Patrick, Paul; LeVasseur, Todd; Bhati, Divya; Roof, Karin W

• Additionally, we have a proposed QEP Awareness Campaign plan (also attached) with a total estimated cost of $25K. That has not yet been itemized to determine the timing of the needs.

1. The Committee reviewed the preliminary working budget document, which had been developed out of the initial document that Todd had pulled together.

2. The Committee further refined items as recurring / non-recurring and looked at the costs across the five year implementation.

3. Next step is to take the recap of the goals and strategies that Bob Mignone has prepared and try to cross-reference / match the budget to those strategies.