



Department of Emergency Services
Division of State Radio
 Computer Aided Dispatch Project

Meeting Agenda

Meeting Title	CAD Weekly Progress Meeting	Time	2:30 – 3:30 PM
Date	17 June 2008	Place	Fraine Barracks, DES Conference Room
Facilitator	Christy Smith / Justin Data	Call-In #	N/A

Accept/Reject:		Date:	
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- Invitee List:**
1. Russ Timmreck
 2. Mike Dannenfelzer
 3. State Radio Supervisors
 4. Holly Gaugler
 5. Larry Ruebel
 6. Bob Nutsch
 7. Carrie Oswald
 8. Sarah Keney
 9. James Boehm
 10. Jim Crow
 11. Pam Schafer
 12. Gordon Christensen
 13. Justin Data
 14. Christy Smith

- In Attendance:**
1. Mike Dannenfelzer
 2. Rosalie Doerr
 3. Larry Ruebel
 4. Bob Nutsch
 5. Sarah Keney
 6. Jim Crow
 7. Pam Schafer
 8. Justin Data
 9. Christy Smith

#	Agenda Item	Time Allotted	Presenter or Moderator
1	Final RFP Decisions	30 min	Christy Smith / Justin Data
Discussion: <ul style="list-style-type: none"> ▪ Review RFP draft 			
2	RFI Summary Presentation for Stakeholders	5 min	Christy Smith / Justin Data
Discussion: <ul style="list-style-type: none"> ▪ Distribute RFI Summary Presentation PowerPoint to Justin this week. ▪ Invite Stakeholders to SIEC meeting / CAD Discussion on July 8 for RFI Summary Presentation? <ul style="list-style-type: none"> ○ CAD Executive Committee Meeting scheduled for 10:00 – 11:00AM on 8 July (first hour of SIEC meeting). 			
3	RFP Grading Criteria	25 min	Christy Smith / Justin Data
Discussion: <ul style="list-style-type: none"> ▪ Criteria ▪ Weights for selected criteria ▪ Grading questions 			

#	Action Item	Assigned To	Due Date
1	Justin to distribute final RFP draft to Technical Group for review / comment	Justin Data	6/20/08
2	Schedule meeting with IT sub group for RFP technical documentation follow-up and finalization	Justin Data	6/20/08
3	Provide any comments to final RFP draft to Justin	Technical Group	6/30/08
4	Finalize grading criteria and weights for criteria	Technical Group	6/30/08

