

DETAILED MEETING MINUTES

Date:

Time:

Location:

ATTENDEES

| | |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |

ABSENTEES

| | |
|----|----|
| 1. | 2. |
| 3. | 4. |
| 5. | 6. |

AGENDA

UPDATES

GOALS AND MILESTONES

ROADBLOCKS

ACTION ITEMS

ADJOURNMENT

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O García



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