

**SSFL WORKGROUP MEMBERS MEETING**  
**December 11, 2003**  
**9:30 am – 2:00 pm**  
**City Hall Community Room, 2929 Tapo Canyon Rd, Simi Valley, CA**

**AGENDA**

**Meeting Objectives:**

Identify and discuss the workgroup charter and related issues and attempt to come to agreement on the issues with the intent of improving the quality of the workgroup meetings. Issued identified in the November 10<sup>th</sup> meeting are:

Charter Standing  
Meeting Frequency  
Workgroup Membership  
Advisory vs. Information Clarification

<b>9:30 – 9:45 AM</b>	<b>Introduction &amp; Identify and Prioritize Issues to Discuss</b> <i>Process: Round table by Workgroup</i> <i>Goal: Identify issues for discussion and resolution today</i>
<b>9:45 – 12:00 PM</b>	<b>Discuss Issues as Decided by the Workgroup</b> <i>Process: Round table discussions by Workgroup</i> <i>Goal: Reach resolution on issues</i>
<b>12:00 – 12:30 PM</b>	<b>LUNCH</b>
<b>12:30 - 1:45 PM</b>	<b>Continue Issues Discussions</b>
<b>1:45 – 2:00 PM</b>	<b>Identify Action Items</b>
<b>2:00 PM</b>	<b>Adjourn</b>