



TIPS MONTHLY MEETING MINUTES

AUGUST 17, 2006
09:30 – 10:30 AM CENTRAL TIME

ATTENDEES:

AR: Bill Winters, Lisa Kosareo, Mike Dunn

Big Stone Gap: Harry Morris

MCR: Paul Behum, Min Kim

WR: Mary Greene, Bruce Swartz, Dawn Trudeau, Alan Wilhelm, Paul Clark, Janine Ferarese, Tonya Blackburn, Robert Welsh, Greg Morlock, Cathy McNish

Priority Item

TOPIC: Annual Report

DISCUSSION: Annual Report delayed until August

Review action/pending items from last meeting

TOPIC: Software Distribution

DISCUSSION: Team recommendations. Harry & Tonya approved by Lou will send off to Service and Software managers next Friday for new updates and software. Procedures will be changing. Install with service managers not HD. Looking at DVD's - all states already have.

Status Reports

TOPIC: Tasks from the Breckenridge Team Meeting

DISCUSSION: There was no discussion, as Jessica Villanueva was not in the office.

TOPIC: TIPS Newsletter

DISCUSSION: Robert suggested action packed photos with stories regarding using TIPS tools and software editorial. Jennifer will provide quarterly published newsletter.