BOE Mandatory Kickoff Meeting Agenda

1. Introductions (sign in sheet with main point of contact identified for each ESCO)
2. Intent of BOE (schools in BOE, IGA/TA for more schools, etc.)
3. “Ground rules” (contact info, sign in at schools, etc.)
4. Distribute utility info
5. Discuss “Request for the BOE” guidelines
6. Establish due date
7. Discuss Asbestos or other HAZMATs
8. Q&A