**TEAM:** Standard 7

**PRESENT:**  Linda Saari, Brian McGinn John Segedy Joe Walker, (Not in attendance, Gail Eaton Bill Warnken, Kim Rooney, Alyssa Bailey, Marygrace Bartoldus, Peg Scarcello, Katie Ort, , Kelley Williams, Michele Ferencsik)

**MEMBER TAKING MINUTES:**  Linda Saari

**DATE:**  05/28/2014

**START TIME:** 2:30

**END TIME:** 3:00

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| **Item** | **Discussion** | **Conclusion** | **Actions Items/Member Responsible** |
| Reviewed draft report and made edits |  |  | Linda made edits |
| Signoff sheet—Linda will take to steering committee for format |  |  |  |
| Next Meeting |  |  |  |