Attendees: David, Alan, Perry, Julie, Mandy, Debbie

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTION</th>
<th>FOLLOW-UP</th>
</tr>
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<tbody>
<tr>
<td>Commissioners' Schedule</td>
<td>Reviewed</td>
<td>N/A</td>
</tr>
<tr>
<td>PAF/Voucher Approvals</td>
<td>Signed and reviewed and copies made</td>
<td>Mandy</td>
</tr>
<tr>
<td>Correspondence Log</td>
<td>Reviewed</td>
<td>Debbie</td>
</tr>
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