**COOP/COG Program Committee Meeting**

Insert Date Here

Insert Meeting Location Here

Insert Time Here

**MEETING AGENDA**

**Meeting #2**

1. INTRODUCTIONS
2. SCHEDULE
	1. Months 9 - 10 – draft plan back to Program Committee (next official meeting)
	2. Months 11 - 13 – BOS Discussions
3. PLAN REVIEW
	1. Confidentiality
	2. Plan Sections

Forward

Promulgation Statement

Supersession

Introduction

Plan Overview

Purpose and Objectives

Scope

Planning Assumptions

Plan Maintenance

Interdependencies – Vital Partnerships

Essential Functions

Risk Assessment

Budgeting and Acquisition of Resources

Concept of Operations

Resource Management of Activated Plan

Activation Decision Tree

Activation Policies and Procedures

Alternate Facilities

Reconstitution

Orders of Succession

Delegations of Authority

Human Capital

Vital Records

Interoperable Communications

Test, Training and Exercise (TT&E) Program

Plan Recommendations

Annexes

NOTE: Customize the above list based on draft plan.

1. COMMENTS/QUESTIONS