



# Huddle Meeting Agenda

**PURPOSE OF MEETING:**

Share Information

Make Decisions

Get Input

<b>Meeting Location</b>		
<b>Date of Meeting</b> (MM/DD/YYYY)		<b>Time:</b>

## Invitees

**Huddle Meeting Notice Invitees:**

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## Items & Discussion

<b>1<sup>st</sup> Item Opening:</b>	<b>Round Robin Updates</b>
Item:	
Item:	

<b>Parking Lot Items for Follow-Up:</b>	<b>Next Meeting</b>
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