**Open Enrollment**

Meeting Action Items / Meeting Summary

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| --- | --- | --- | --- |
| **Project Sponsors:** | J. Pitra | **Meeting Date:** | xx/xx/23 |
| **Meeting Facilitator:** | R. Lichtenfield | **Meeting Time:** | xx ET |
| **Meeting Title**: | x | | |

1. **Attendees:** *(P – Present)*

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
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1. **Action Assignments:**

|  | Work- stream | Description | **Requestor** | **Primary** | **Secondary** | Due Date |
| --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |

1. **Notes**

* x

1. **Next Steps:** See action assignments