Mail-Services Meeting Agenda

28 SEPTEMBER 2020/ 2:00 / Zoom

# Attendees

Chris Droney, Hunter DeBlase, Nicholas Naylor, Shane Flynn, Phillip Corley

# Questions

## What does mail services need from a program like this?

1. User requirements, QoL features, additional functionality

## What information gets entered into the mail slips?

1. What student information does mail-services have access to?

## How long must records be kept for?

1. 7 years?

## What systems are we going to be running our software on?