

## PPDC EPWG Meeting #1 Notes

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**Date: 12/17/2020**

- Background
- Agenda
- Identify themselves, organizations, and what they want to accomplish
- Gaps in member participation
- Meeting frequency (identify a set day)
- Microsoft teams/Deliverables
- Charge questions
  - Is this the right charge question?
  - What additional questions does this delve out?
- Sending out the power point and teams info
- Next meeting: Start answering the charge question