

**DHS OMMP
ADMINISTRATIVE WORKGROUP**

September 12, 2005
1:00 PM to 3:30 PM
Portland State Office Building, Room 120-B

PROPOSED AGENDA

- Welcome, introductions, announcements Grant Higginson
- Review of June 28, 2005 minutes Grant Higginson
- Program update and issues Grant Higginson
Patti Gustafson / Pam Salsbury
 - Introduction of new Program Manager: Patti Gustafson
 - Introduction of new Assistant Attorney General: Shannon O’Fallon
 - Program Staffing Update / Processing Times
 - Financial statement review
 - MM Handbook and website
 - Spanish language materials
 - New policy and procedure when DOB is missing on applications
 - New conditions
 - Other
- SB 1085 Grant Higginson
Patti Gustafson / Pam Salsbury
 - Grow Site Registration
 - 24-hour LE verification update
 - Transition to Advisory Committee
 - Other
- Legal questions Shannon O’Fallon / Grant Higginson
Patti Gustafson / Pam Salsbury
- Survey committee
- Other
- Next meetings
- Adjournment