

## Agenda

### Kick-Off Meeting

# Non-highway and ORV Fuel Tax Refund Administration

Monday, June 28, 1:00 – 3:00 PM

JTC/LEAP Conference Room \* 3309 Capitol Blvd, Tumwater

- 1:00 Welcome and introductions
- 1:15 Should anyone else should be invited to join the workgroup?
- 1:20 Review proviso and draft work plan
- Review tasks
  - Workplan assignments
  - Timelines for assignment completion
  - Final report – what should it look like?
- 2:00 Discussion: what qualifies as an “identified” unmet need
- 2:15 Stakeholders
- Identify stakeholders who should be involved
  - How and when should they be involved
    - In providing data
    - In reviewing data
    - In upcoming meetings of the staff workgroup
- 2:45 Proposed dates and topics for upcoming meetings
- 3:00 Adjourn