



Convene meeting: Chair Lee Cattaneo convened the meeting at 5:34 PM with committee member Matt Rouleau in attendance. Staff present included Outreach Manager Cassandra Hemenway and Planning Analyst Brenna Toman taking minutes.

1. **Revisions to Agenda:** None.
2. **Approve Meeting Minutes –January, 2021:** *Matt Rouleau made a motion to approve the minutes of the January meeting. Lee Cattaneo seconded the motion. The motion passed unanimously.*
3. **Green Cone Pricing:** Cassandra Hemenway proposed changes in pricing for Green Cones and associated parts, due to a change in manufacturer's pricing. There was discussion about the way the District charges sales tax. *Matt Rouleau made a motion accept the proposed pricing changes for Green Cones and additional parts/accessories. Lee Cattaneo seconded the motion. The motion passed unanimously.*
4. **FY21 POC Work Plan:** Items on the POC work plan were discussed, including program plans & revisions, SWIP reporting schedules, and administrative policies and procedures. Several items are planned for the April POC meeting.
5. **Other:** –The next meeting of the POC is planned to be held Wednesday April 7th, 2021.
6. **Adjournment:** The meeting adjourned at 6:00 PM.

Respectfully submitted by Brenna Toman