

# NYSERDA Peer Group 6 Meeting: Monthly from 3-4:30 on the fourth Monday

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Process: A week before the meeting, everyone will receive a reminder to submit their challenges/opportunities to the upcoming agenda. Group members will vote on which 3 challenges to discuss that month. The top 3 items will become the meeting agenda the day before the event! During the meeting: Intros: 5-10 minutes Each challenge will be discussed for 30 minutes - please help keep group members on track! As each challenge is discussed, any notes, comments, or next steps can be added directly to the agenda After the meeting: Notes and next steps from the meeting will be sent to each group member automatically. Next Steps will remain in the "Next Steps" tab for the next meeting!

☐ **Introductions**

Summary:

Next Steps:

☐ **Carter: Proposed Discussion Topic (Example)**

Summary:

Next Steps: