

## DCML Adoption TC Launch Meeting

April 27, 2005 – New Orleans, LA

### AGENDA

Time	Meeting	Presenter
10:30 - 2:45PM	<b>DCML Adoption TC Teleconference and Face-to-face Meeting</b>  <u><b>Face-to-face:</b></u> New Orleans Marriott 555 Canal Street New Orleans, LA 70130 USA Room: TBC  <u><b>Teleconference:</b></u> DCML Adoption TC Conference Line sponsored by EDS Dial in: 866-836-3208 Leader code: 470932 Participant code: 586777	
10:30 – 11:15AM	<b><u>DCML Adoption TC Launch</u></b> <ul style="list-style-type: none"> <li>• Roll Call of Attendance and Voting Members</li> <li>• Charter Review</li> <li>• TC Rules and IP</li> </ul>	James Clark, Oasis
11:15 – 11:30AM	<b><u>Election of DCML Adoption TC Leadership</u></b> <ul style="list-style-type: none"> <li>• Chair(s)</li> <li>• Secretary</li> </ul>	James Clark, Oasis
11:30 – 12:30PM	<b><u>Roundtable Discussion: Membership Participation</u></b> <ul style="list-style-type: none"> <li>• Internal/External Recruiting</li> <li>• MS participant engagement</li> </ul>	Leader: John Pauly
12:30 – 1:30PM	<b>Lunch</b>	
1:30 – 2:30PM	<b><u>Roundtable Discussion: DCML Messaging/ PR Plan</u></b> <ul style="list-style-type: none"> <li>• Press kit</li> <li>• Media Database</li> <li>• Editorial calendar to track and pursue upcoming articles on a routine basis</li> <li>• Speech/Presentation calendar</li> <li>• Press/Analyst outreach program</li> <li>• User scenarios revision</li> <li>• Fact sheets</li> <li>• FAQs</li> </ul>	Leader: Sharon Chang
2:30 – 2:45PM	<b><u>AOB</u></b> <b><u>Next Meeting Schedule</u></b>	John Pauly