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DATE: November 11, 2011
TO: DOH Contract Team
FROM: Shelley Robertson
RE: Project Update

Please find below a summary of the activities planned for this period, task status, and next steps or questions. Let me know if there are any tasks that you would like to be involved in, copied on, etc. beyond the extent noted below.

Task	Status	Next Steps/Questions
Submit a survey to HS Coalitions to collection information relevant to Tasks 6 – 10.	Surveys have been submitted and preliminary results compiled	Present results at the November FAHSC meeting; continue to compile results
Task 7: Proposal	Two meetings conducted; minutes are posted on the FDOH Healthy Start website Proposal outline developed	Continue to conduct SME meetings