

# ADVISORY TEAM DISCUSSION

## Outstanding Projects

What	Assigned	Priority (1-4)	Due Date
1			
2			
3			
4			
5			

## Key Operational Issues

What	Action	Assigned	Due Date
1			
2			
3			
4			
5			

## Personnel

Name	Existing Performance	Future Talent Needs
1	1	
2	2	
3	3	
4	4	
5	5	

## Gap Analysis Items

What	Action	Assigned	Priority (1-4)	Due Date
1				
2				
3				
4				
5				