1. Recurring Business
   a. Accident Investigation Review (Eliana Diaz)
   b. Check-in: Quarterly Location Inspections → Hold
   c. Check-in: Vehicle Inspections → Hold
   d. Update: Evacuation Maps: January → Hold
   e. Update: Fire Extinguisher Signage; January → Hold
   f. Our COVID Response Plan
      i. Cleaning and Sanitation Plans
      ii. Resources Needed
      iii. Department level- staff feedback and follow-up needed

2. Action Items & Next Steps