**Agenda:**

1. Objective
2. Solutions
   1. EPICS team build from ground up
   2. Use Open Source Project
      1. LibrePlan
      2. OpenProject
   3. Use SharePoint
      1. AVA Project Management App
3. Tools
   1. SharePoint
      1. AVA Project Management Tool
         1. Strengths
            1. Already in place
            2. Options to expand
         2. Issues
            1. Not able to currently use the application
   2. OpenProject
      1. Strengths
         1. Meets the objective
         2. Easy to add users with privileges
         3. Web based
      2. Weaknesses
         1. Not currently in place
         2. Includes many features that are out of the scope of the objective
   3. LibrePlan
      1. Strengths
         1. Meets the objective
         2. Web based
      2. Weaknesses
         1. Not currently in place
         2. Difficult to set up
4. Conclusion
   1. The tool to target
   2. Use cases
5. Questions/Discussion

**Objective**: A system that will act as a central collection point and tracking tool for the varied types of work and projects done at WFYI.

Features List for the System:

1. Information Collection/Management Interface
2. Display interface to show projects in various formats
3. Task assignment and completion tracking for specific components of a project
4. Project reporting components