**AGENDA**

Welcome and Introductions (2 minutes)

*<Agency CIO>*

Briefing of Findings (10 minutes)

*<TechStat Analyst>*

Discussion of Investment Performance / Potential Corrective Actions (40 minutes)

*All*

Slide deck (~6 slides) should drive discussion, including but not limited to:

***Notional***

* Investment Overview (Business Case)
* Performance (Cost, Schedule, Customer Satisfaction)
* Risk Management
* Acquisition Strategy
* Project Management
* Governance
* Contract Strategy

Identify Corrective Action Items / Next Steps and Deadlines (10 minutes)

*< Agency CIO>*

*<<Please note, roles and responsibilities may vary by agency.*

*For example, the IRB co-Chair may introduce the meeting>>*