

**MAAP PRINTER STEERING COMMITTEE MEETING**  
**March 18, 2008, 2:30 P.M. – 3:30 P.M.**  
**Second Floor Conference Room**

- I. Administrative Tasks
- II. Vendor Printer Interface Status Meeting Update
- III. MAAP Implementation
  - A. Implementation Schedule - Kelly Brudniak/Peter Hastings
  - B. MAAP Technical Deployment Status – Peter Hastings
- IV. MAAP Printer Deployment
  - A. High Level Schedule
  - B. Installation/Maintenance RFB – Responses Due 3/25
  - C. Printer Installation
    - 1. Vendor Towns
      - a. Option 1: Local Hardware Vendor Coordinates with MAAP Software Vendor
      - b. Option 2: State Coordinates with Local Hardware Vendor (Preferred)
    - 2. Browser
      - a. State Installs Printer (Three Steps)
    - 3. Potential for Peak Deployment Issues in July and August after Certification
      - a. Vendor Contract Issues
      - b. State Management Issues
  - D. Printer Use Training
    - 1. Prepare Document and Distribute to All (Use Private Web Site)
  - E. MAAP Technical Agreement
  - F. Town Rollout Schedule
    - 1. State Schedule
    - 2. Browser
    - 3. Vendor Schedules Integrated as They Certify
- V. Project Issues List
  - A. Review List