**Exercise Name**  
Homeland Security Exercise and Evaluation Program (HSEEP)

**EXERCISE PLANNING MEETING TYPE MINUTES**

Date

Location

**MINUTES**

**Please reference the powerpoint slides for further information that is not provided in the meeting minutes. New Action Items**



**POINTS OF CONTACT FOR EXERCISE**

**Name** – **Assignment/Role** **Name** – **Assignment/Role**  
Title Title  
Phone Number Phone Number  
Email Email