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**Subject:** Wave 1 Small Agencies, Boards, and Commissions Kick-off Meeting  
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**Attachments:** [Wave 1 Small Agencies Boards and Commissions Kick-off Meeting .msg](#)

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Good Morning Small Agencies, Boards and Commissions,

The OregonBuys Project Team is excited to kick off Project Phase II. Your agency is enrolled in the first wave of Phase II and we're officially beginning this work:

**Wave 1 Small Agencies, Boards, and Commissions Kick-off Meeting  
Oct 27 from 9 to 11 a.m.  
Zoom meeting (see attached for details)**

You're receiving this email because you are currently the Single Point of Contact (SPOC) for your agency. Please let us know if that's no longer accurate. This meeting is for agency SPOCs and other relevant agency subject matter experts.

We invite you to save the meeting to your calendar now by double-clicking the attached ICS file. Then, if applicable, we ask you to forward the information to anyone else at your agency who needs to take part.

Thank you for your continued partnership and participation in this project. If you have any questions or concerns, please email [oregonbuys.info@oregon.gov](mailto:oregonbuys.info@oregon.gov) or give me a call.

Looking forward to working with you,



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