DevOps Change Management Meeting Minutes

Date		Time	
Location		**Facilitator**	
Attendees			
Note Taker			

Agenda

- Review of previous change requests
- Discussion of new change requests
- Assessment of change risks and impacts
- Scheduling and approvals
- Action items & next steps

Meeting Notes

Topic	Discussion/Notes
Previous Changes Review	
New Change Proposals	
Risk Assessment	
Scheduling/Approval Decisions	

Action Items

Action Item	Owner	Deadline	Status

Next Meeting

Date	
Time	
Location	

Additional Notes

-
-