Training, Education and Membership Committee

Chuck Albrecht, Committee Chair
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Tuesday, July 28th, 2020
11:00 am to 12:00 pm
https://us02web.zoom.us/j/87505444071?pwd=cjRKR09RVm5sRlJPSHoxeXNDcHBQZz09

AGENDA

Welcome, Introductions and Declarations of Conflict-of-Interest

Determination of quorum

Review and Approval of Agenda
The committee will review the agenda for this meeting. A vote may take place to amend agenda and/or approve agenda for this meeting.

Review of the Minutes and Action Items
The committee will review the summary minutes of previous meetings from April 25, 2019. Please inform the Chair of any revisions that should be incorporated into the summary minutes.

Chair Update
The Chair will review the recent activity of the committee and provide comments.

Review and Manage Planning Council Training
The committee will design a New Member Orientation training to be completed by all new members utilizing the LMS. The committee is encouraged to set a timeframe for completion of the new member orientation. A vote may take place to approve the New Member Orientation training and timeframe for completion.

Review and Manage Planning Council Membership Attendance
The committee will review the attendance of the Planning Council Members. Votes may occur to act on discussion items.

Develop Membership Recruitment Campaign
The committee will discuss and develop a Membership Recruitment Campaign. Votes may occur to act on discussion items.

Review and Manage Membership Application Process
The committee will review the Membership Application Process and manage any submitted applications. Votes may occur to act on discussion items.

Review Membership Matrix for Compliance with Federal Mandate.
The committee will review the membership matrix for federal reflectiveness. Votes may occur to act on discussion items.

Review Scope of Work & Planning Council Activity Timelines (PCAT)
The committee will review the PCAT to track productivity. Votes may occur to act on discussion items.

Determination of Agenda Items for Next Meeting
The Committee will discuss and set the agenda items for the next meeting.

Current Event Summaries
This is the time for Planning Council members to share a brief summary of current events. Members of the work group cannot propose, discuss, deliberate, or take legal action on any matter voiced during this time.

Call to the Public
This is the time for the public to comment. Members of the committee cannot propose, discuss, deliberate, or take legal action on any matter voiced during this time.

Adjourn

Meeting Ground Rules
- Many attendees are very sensitive to fragrances, so please refrain from using colognes and perfumes at Planning Council meetings or events.
- The public is encouraged to take part in all of our discussions. However, due to time constraints, the Chair may choose to limit the number of people who may speak and/or the length of time allowed for discussion.
- Everyone is expected to respect the authority of the Chair.
- Anyone who wishes to comment should raise their hand to be recognized to talk.
- Please be courteous when others are talking. No sidebar conversations please.
- Please remain calm and focused on the topic at hand.
- Stay open-minded and flexible to allow for and honor individual difference and diversity.

Video/Telecommunication Conference Information:
- Join Zoom Meeting:
  https://us02web.zoom.us/j/87505444071?pwd=cjRKR09RVm5sRlJPSHoxeXNDcHBQZz09
- Join Via Phone: 929-205-6099
  Meeting ID: 875 0544 4071