

# Employment First Maine Coalition

## MEETING AGENDA

<b>Date of Meeting</b>	<b>August 12, 2013</b>
<b>Time</b>	<b>10am-noon</b>
<b>Location</b>	<b>DHHS, 41 Anthony Avenue, Augusta (Room C)</b>
<b>Facilitator</b>	<b>Karen Fraser</b>
<b>Notice Distributed on</b>	<b>August 5, 2013</b>

## AGENDA ITEMS

<b>Topic</b>	<b>1. Final Review of Draft Bylaws</b>
<b>Issue Facilitator</b>	Rick
<b>Preparation (documents/handouts)</b>	Handout: Bylaws – Second Draft

<b>Topic</b>	<b>2. Update on Coalition Membership Outreach</b>
<b>Issue Facilitator</b>	Betsy
<b>Preparation (documents/handouts)</b>	

<b>Topic</b>	<b>3. Elections Preparation – Nominations &amp; Voting Process</b>
<b>Issue Facilitator</b>	Debbie
<b>Preparation (documents/handouts)</b>	

<b>Topic</b>	<b>4. Workgroup Development</b>
<b>Issue Facilitator</b>	Debbie
<b>Preparation (documents/handouts)</b>	

<b>Topic</b>	<b>5. Coalition Roles and Responsibilities</b>
<b>Issue Facilitator</b>	Betsy
<b>Preparation (documents/handouts)</b>	

<b>Topic</b>	<b>6. Other items</b>
<b>Issue Facilitator</b>	
<b>Preparation (documents/handouts)</b>	