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| **MEMBERS PRESENT** | |  | |  |
| **MEMBERS ABSENT** | |  | |  |
| **GUEST(S)** | |  | |  |
| **STAFF PRESENT** | |  | |  |
| **TRAINING TOPIC** | |  | |  |
| **AGENDA ITEM** | | **DISCUSSION** | | **ACTION** |
| 1. **CALL TO ORDER** | |  | |  |
| 1. **APPROVAL OF AGENDA** | |  | |  |
| 1. **CONSENT AGENDA** | |  | |  |
| 1. **OLD BUSINESS** | |  | |  |
| 1. **NEW BUSINESS** | |  | |  |
| 1. **ADJOURNMENT** | |  | |  |
| **NEXT MEETING DATE & TIME:** |  | |
| **MEETING LOCATION/ADDRESS:** |  | |