



Planning Council—Pierre Diaz and Gwendolyn Ellis-Wilson, Co-Chairs

AGENDA

Thursday, February 22nd, 2018 – 5:00 p.m.

1. Call to Order
2. Moment of Silent Reflection
3. Roll Call
4. Introduction of Visitors

An agenda according to Robert's (RONR(10th ed.),p.342-351), with a few comments.

I. Reading and approval of the minutes.

(Motion to approve is not necessary. The minutes are either approved as read or as corrected, but without a vote.)

II. Reports of Officers, Boards, Standing Committees.

(This includes correspondence, treasurer's report, etc. Treasurer's report is never adopted or voted upon unless it has been audited.)

Program Updates:

- RW TGA Part A Program Manager's Report
- Part B Update (VDH)
- Part C Update
- HOPWA Update

III. Reports of Special Committees.

(Each report could conclude with a motion which the assembly must address.)

Committee Reports:

- Executive Committee
- Community Access
- Membership and Nominations
- Priorities, Allocations and Policies
- Quality Improvement & Strategic Planning

IV. Special Orders.

(Any motion which was adopted as a Special Order which guarantees that the motion will be dealt with before the meeting is adjourned.)



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V. Unfinished Business and General Orders.

(Any issue which was not concluded, was postponed, or was tabled during the prior meeting. The secretary's minutes should inform the chair which items to add to this section. Only a clueless chair would ask the assembly, 'Is there any unfinished business?')

Old Business:

- Planning Council Support with Collaboration from Grantee's Office

VI. New Business.

(This is when the chair and the parliamentarian can be surprised by the sequence of events. It is best to always anticipate issues the membership may present, or else be embarrassed by the complications. It is at this time that announcements, educational programs, and speakers are introduced.)

New Business:

VII. Adjournment.

(A motion to adjourn may be made at any time of the meeting. The assembly should never be forced to meet longer than it is willing to meet.) 🪄

Any Other Business/Announcements

Comments by Visitors

Adjournment/Dates of March 2018 Meetings:

- Community Access, Wednesday, March 14th, 6:00 p.m.
- PC Training/Membership & Nominations, Thursday, March 22nd, 2:00 p.m.
- Quality Improvement/Strategic Planning-Thursday, March 22nd, 4:00 p.m.
- Priorities, Allocations & Policies, Thursday, March 29th, 3:00 p.m.
- Executive, Thursday, March 29th, 4:00 p.m.
- Planning Council-Thursday, March 29th, 5:00 p.m.