

Employee Handbook Committee Meeting
December 2, 2016
Agenda

- I. Call to Order
- II. Roll Call
- III. Review Purpose and Responsibilities of committee
- IV. Assign sections for member review
- V. Decide date and format of next meeting
- VI. Adjourn

Minutes

Meeting was held electronically due to scheduling conflicts of several members. Assignments for section reviews was emailed to members to begin reviewing. Comments/suggestions will be gathered for next meeting discussion.