



## Advisory Council Meeting Agenda

📅 Mon November 5th, 2018

🕒 9:00am - 5:00pm EST

📍 Tallahaassee, FL also Teleconference Webinar

### I. **Welcome and Call Meeting to Order**

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a. **Recommended Actions**

None

b. **Notes (To Document for Minutes)**

c. **Motions (To Document for Minutes)**

d. **Action Items (To Document for Minutes)**

### II. **Roll Call and Establishment of Quorum**

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a. **Recommended Actions**

Members needed for Quorum: XX

b. **Notes (To Document for Minutes)**

c. **Motions (To Document for Minutes)**

d. **Action Items (To Document for Minutes)**

### III. **Verbal Authorization to Begin Recording**

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a. **Recommended Actions**

Verbal authorization to begin recording.

Verbal reject to begin recording.

No poll.

b. **Notes (To Document for Minutes)**

c. **Motions (To Document for Minutes)**

- d. **Action Items (To Document for Minutes)**

#### IV. **Recognition of Conflict of Interest**

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- a. **Recommended Actions**

Please click here to access poll for Conflict of Interest.

- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

#### V. **Additions/Adjustments to the Agenda**

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- a. **Recommended Actions**

Please click here to access the poll to provide recommendations for additions/adjustments to the agenda.

- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

#### VI. **Approval of the Agenda**

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- a. **Motions (To Document for Minutes)**
- b. **Action Items (To Document for Minutes)**
- c. **Recommended Actions**

Please click here to access the poll to approve the agenda as is.

- d. **Notes (To Document for Minutes)**

#### VII. **Approval of Minutes**

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- a. **Recommended Actions**

Please click here to access the poll to approve the minutes. You can use the Comments section for additions/adjustments to the minutes.

- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

#### VIII. **Staff Liaison Report on Action Items**

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- a. **Recommended Actions**
  - b. **Notes (To Document for Minutes)**
  - c. **Motions (To Document for Minutes)**
  - d. **Action Items (To Document for Minutes)**

IX. **Review of Core Customer Services Page 11** MICHAEL DANIELS 15 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

X. **Role Play - Information and Assistance** TIM MCCANN 10 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XI. **Role Play - Device Demonstration** 10 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XII. **Role Play-Device Loan** HANNAH BROCK 5 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XIII. **Role Play- Training** MICHAEL DANIELS 15 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**

- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XIV. **Break**

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XV. **Role Play-State Financing** ERIC REED 15 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XVI. **Role Play-Reuse** MICHAEL DANIELS 15 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**
- e. **Action Items (To Document for Minutes)**

XVII. **Q & A on Our Core Services** 15 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XVIII. **Our role in disaster preparedness Page 12** MICHAEL DANIELS 30 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XIX. **Lunch**

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11:45-1:15

XX. **Welcome and Call Meeting to Order**

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- a. **Recommended Actions**
- b. **Notes (To Document for the Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for the Minutes)**

XXI. **Roll Call and Establishment of Quorum (6 Members)**

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Documents for Minutes)**

XXII. **Verbal Authorization to Begin Recording**

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XIII. **Recognition of Conflict of Interest**

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- a. **Recommended Actions**
- b. **Notes (To Documents for Minutes)**
- c. **Motions (To Documents for Minutes)**
- d. **Action Items (To Document for Minutes)**

XIV. **What's in a name?**

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30 mins

Group Activity

- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for the Minutes)**
- d. **Action Items (To Document for Minutes)**

XV. **Break**

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15 mins

XVI. **Executive Director Evaluation Page 59** JR HARDING 30 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XVII. **Draft of ATAC Bylaws Special Handout** JR HARDING 45 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Item (To Document for Minutes)**

XVIII. **Types of AT Service Delivery Models Page 82** JR HARDING 30 mins

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- a. **Action Items (To Document for Minutes)**
- b. **Recommended Actions**
- c. **Notes (To Document for Minutes)**
- d. **Motions (To Document for Minutes)**

XIX. **A First Look at the Map Page 86** MICHAEL DANIELS 30 mins

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- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XX. **Next Steps** 20 mins

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Discussion

- a. **Recommended Actions**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

XXI. **Time for Additions/Adjustments to the Agenda**

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- a. **Additions/Adjustments**
- b. **Notes (To Document for Minutes)**
- c. **Motions (To Document for Minutes)**
- d. **Action Items (To Document for Minutes)**

ⓧII. **Closing**

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- a. **Public Comment**
- b. **Adjourn**
- c. **Notes (To Document for Minutes)**
- d. **Motions (To Document for Minutes)**
- e. **Action Items (To Document for Minutes)**