**R/C MERT E-BOARD AGENDA: December 10, 2013**

**Operations:**

* Anyone who does not have swipe access to Susan B. Anthony needs to send Adam their student ID and LCC.
* Almost all day calls have been covered recently. Good work everyone! A GroupME will be created for 801s and 802s to help figure out who is responding. Anyone who is interested in being a part of the GroupME should send Marie and email with their phone number.
* We will be purchasing a Toughbook to use for future calls. We will be placing the order soon and hopefully put it in use sometime next semester.

**Training:**

* Congrats to the new 802s! Newly accepted 802s include Andrew Tomich, Leland Chan, Soibhan Kelley and Emily Dorian.
* People returning from study abroad and leave of absence must contact Zach. They will have to do a training activity specific to their rank within the organization.

**Secretary:**

* LOAs will be sent out to the membership and those who are on LOA will have to decide whether or not they will be returning to the membership. Anyone who wishes to take a second semester of a LOA must resubmit an LOA form.
* Individuals who are going abroad next semester must submit an LOA form.

**Equipment:**

* There is a uniform shortage for small and medium sizes.
* We have recently lost 3 blood pressure cuffs. Joe will be working on finding new ones.

**PR:**

* Please sign up for the MERT Relay for Life team!
* There will be a study break for MERT members on Sunday the 15th at 6:00PM. There will be food and other surprises! The location is to be decided- Sara will send out an email.

**Webmaster/Scheduler:**

* Abhishek has made it so the general membership can have email privileges.
* Abhishek and the training department have created training polls. Now, general members can go on the website and request in-services, training events, and express what they are having most difficulty with.
* Abhishek and Porter are exploring new ways in which members will be encouraged to fill the weekend day shifts and standbys more efficiently.
* There will be a Member of the Month digitized form on the website so members can recommend individuals for MOM!

**QA/QI:**

* Michael, Eric and Hannah are meeting together to look at R/C MERT’s statistics and will be organizing them.