**RC MERT E-BOARD AGENDA: 11/17/15**

**Operations:**

* Schedule: we will not be having E-board next week! 2 meetings left: 12/1 and 12/8
* Guidelines for Phil
  + First, get Phil fixed
  + Guidelines will include when Phil should be used and what Phil should be used for
* Lot 1 access – in progress!

**Training:**

* In-service: Run by Training at 1800 this Sunday
* Come to preceptor-preceptee meetings (you’ll know if you have one)

**Secretary:**

* Read the E-board minutes for Sunday in-service plans each week

**Public Relations:**

* MERT Distillery dinner will be on December 5th (Saturday) at 6 pm! Get excited

**Equipment:**

* Radios: See Brian’s email that was sent on 11/16

**Webmaster/Scheduler:**

* Saturday AM shift open

**QA/QI:**