

# Northeastern Workforce Development Board (NWDB)

## EAST MILLINOCKET HIGHER EDUCATION AND TRAINING CENTER

Address: 1 Dirigo Drive, East Millinocket, ME 04430

May 5, 2016 - 10:00AM-1:00PM



### AGENDA

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|--------------------|--|
| 10:00-10:05        | Welcome  |
| 10:05-10:10        | Agenda Review & Housekeeping- Travel Vouchers                  |
| 10:10-10:40        | Introductions- Name, Organization, Location, Services/Products |
| 10:40-10:50        | Zoom Technology Presentation – <i>Sarah Heldman, Zoom</i>      |
| 10:50-11:10        | Meetings- agendas-dates-time/locations/connection-Zoom         |
| 11:10-11:25        | Board Reports- Formatting and content discussion               |
| <b>11:25-11:40</b> | <b>15 minute BREAK</b>   |
| 11:40-11:50        | Board Members Role & Job Description Discussion                |
| 11:50-11:55        | Board Chair and Vice Chair                                     |
| 11:55-12:15        | Board Dev. and Strategic Planning                              |
| 12:15-12:30        | Committees –<br><b>Executive-Governance-Strategic Planning</b> |
| 12:30-12:50        | Website Presentation – <i>Cintia Miranda, Pulse Marketing</i>  |
| 12:50-12:55        | Next Steps   |