

**ELCFH Administrative Committee Meeting**  
**Monday, September 19, 2016 @ 9:00 a.m.**  
**1-866-628-8620; passcode 504163#**

**I. Welcome and Introductions** Mary Kay Burns, Committee Chair

**II. Committee discussion items:** (p 2-3) *minutes from 6.8.16 Administrative Committee meeting included in packet.*

<i>Item No.</i>	<i>Discussion Item</i>	<i>Presenter</i>
<b>1.</b>  p. 4-5  p. 6	<b>Employee policy update:</b>  <i>a. ELCFH Employee Leave Time/ Time Off</i>  <i>b. Reporting Abuse and Neglect</i>	Helena Sloan
<b>2.</b>	<b>Update on the contract with The Krizner Group:</b> support services for ELCFH Human Resources functions.	Anne Bouhebent
<b>3.</b> p. 7	<b>Board membership review:</b> Current FY 16-17 Board membership will be reviewed.	Anne Bouhebent
<b>4.</b>	<b>Board Development/ Training:</b> review the Board Development item from the 8.31.16 Board meeting and discuss ideas for the 10.26.16 meeting	Anne Bouhebent

**III. Open Forum** Mary Kay Burns

**IV. Closing** Mary Kay Burns