



**MEETING OUTCOMES**

* Finalize Bylaw updates and establish next steps
* Discuss committee updates on conference planning
* Finalize conference plans
* Engage in case discussion

**MEETING AGENDA**

| **WHEN** | **WHAT** | **WHO** |
| --- | --- | --- |
| **12:00 PM** | Welcome | **Courtney Hart, CCBC***MD BIT Affinity Co-Chair***Alice Boatman, MC***MD BIT Affinity Co-Chair* |
| **12:05 PM** | Conference Planning* Updates from Conference Planning Committee
* Updates from Awards Committee
* Discuss conference evaluation process
 | **Jay Coughlin, HCC***Conference Chair***Courtney Hart, CCBC***MD BIT Affinity Co-Chair* |
| **1:15 PM** | Bylaws Review* Updates
* Next steps
 | **Alice Boatman, MC***MD BIT Affinity Co-Chair* |
| **2:00 PM** | Case Discussion | **ALL** |
| **3:00 PM** | **ADJOURN** |