

MD | B.I.T. AFFINITY



Meeting Date: Friday, September 17, 2021

Meeting Host: Maryland BIT Affinity

Meeting Location: Zoom

Meeting Time: 12:00 P.M. to 3:00 P.M.

Host Contact: marylandbit@gmail.com

MEETING OUTCOMES

- Appoint new Secretary/Treasurer and discuss Technology Coordinator position
- Finalize annual conference design and begin planning
- Discuss how BIT/CARE Teams are managed at different institutions
- Share knowledge and practices through case reviews
- Review committee membership and begin committee work

MEETING AGENDA

WHEN	WHAT	WHO
12:00 P.M.	Welcome and Introductions	Alice/Courtney
12:05 P.M.	Executive Board Changes	All
12:20 P.M.	Conference Planning <ul style="list-style-type: none"> ● Confirm Conference Date/Mode ● Begin the Planning Process 	Courtney/Jay Coughlin, Conference Chair
12:50 P.M.	BIT/CARE Team Management Discussion <ul style="list-style-type: none"> ● Team Membership ● Policy and Procedure ● Case Management Software 	Alice/All
1:20 P.M.	Case Review	All
1:50 P.M.	Open Discussion/New Business/Announcements	All
2:00 P.M.	Committee Work <ul style="list-style-type: none"> ● Membership ● Goals/Planning 	Alice/Courtney
2:05 P.M.	Committee Breakout Sessions	All