

**Agenda**  
**June 16<sup>th</sup>, 2016**  
**9:00am – 10:00am**

- Call meeting to order
- Approve meeting notes from 4/21/16 meeting
- Additions to agenda
- Update on Work-out – Lisa Brown and Lisa Roxbury
- Assign 5S toolbox and newsletter topic
- Review Assignment Progress from 4/21/16 Meeting
  - Michele – Status update for SSTS Event & Updated Communication-Work Plan
  - Pat – Committee update to Board
  - Lisa B. – Other Counties customer service surveys
- Begin planning for recognitions to coincide with Committee Goals and Objectives
- New Member Training – how many members have not yet completed LEAN 101 or the CI Introduction training from DHS?
- Review tasks to be completed by July Meeting
- Adjourn