
Wildlife Rehabilitation Advisory Committee Meeting Agenda

Friday 04 May 2018

Department of Social and Health Services, Office Building 2 (Room SL-04)

09:15 – 09:45 AM	Meet in Natural Resources Building Lobby, walk to OB2 room together
09:45 AM	Get settled (grab a coffee and light breakfast snack, provided)
10:00 AM	Welcome / Introductions / Icebreaker
10:45 AM	Developing our “ground rules” together
11:15 AM	What’s a WAC? What’s an RCW? How does the Commission fit in? Our Purpose/Charter
11:45 AM	Expected Timeline and Milestones
12:00 Noon	Lunch (provided)* Staff distribute notebooks
12:45 PM	<u>Meeting expectations</u> Locations, duration, attendance Alternates Work between meetings and “homework” <u>Communication</u> - in and out of committee email, phone, WRAC website, WDFW staff support Contact lists Public participation
1:45 PM	Notebook orientation (5 - 10 min) Wildlife Rehabilitation Washington Administrative Codes review Discuss our task
2:15 PM	Break*
2:30 PM	How we’ll capture proposed recommendations Decision-making in this group
3:30 PM	“Homework” and Action Items before next meeting Doodle for next meeting
3:45 PM	Travel voucher guidance, reimbursements – WDFW help
4:00 PM	Closing remarks, check-in
4:30 PM	Adjourn

*If you have not yet **registered as a WDFW volunteer or signed up for this “project”** with the links provided in email, you may do that with Wendy Connally on one of the breaks. You must be registered as a WDFW volunteer and have a submitted/received Payee Registration form on file with Washington state for reimbursements.

After each meeting – WDFW supporting team will email minutes (e.g., overview, decisions, WAC edits, action/task items) from each meeting with the entire group and will post these to the WRAC webpage.

Parking note – [level P-1 of the Natural Resources Building Parking Garage](#) will close at 6 p.m. on Friday May 4th for re-striping