

*WebEOC Workshop Committee  
Sub-Committees  
Assignments: April 2011*

*Committee Assignments for March meeting:*

Workshop Committee Assignments for next meeting:

All Committee Assignments have been put in the Mission Task Board on WebEOC

- ALL COMMITTEE MEMBERS:
  - ❖ Vendor Updates
  
- Facility/Food/Theme/Sponsors Committee:
  - ❖ Update on T-Shirts
  - ❖ Update USB Drives
  - ❖ Update on Registration Banner
  - ❖ Update on Door Prizes
  - ❖ Update on Hotel
  - ❖ Need a list of Restaurants for the city – Chamber of Commerce
  
- Registration Committee:
  - ❖ Report on the number of participants that have signed up
  - ❖ Update on contacting RLO's and DDC Chairs for each RAC
  
- Class/Instructors Committee:
  - ❖ Need Instructors Bio's and Presentations by April 8th
  
- Speaker/Networking Committee:
  - ❖ Update on Mrs. Butler
  - ❖ Update on Advertisement
  - ❖ Update on Volunteers for the Workshop
  
- IT Tech Committee:
  - ❖ Update on contract/progress with BEAR
  - ❖ Update on the Walk-through
  - ❖ Update on RAC pictures and Bios for Workshop Introduction
  - ❖ Update on Presenter for RAC – Break-out sessions