

❑ Next meeting is December 5, 2018; 1:30p.m. to 3:30p.m. (via Webinar)

- Please let AHCA staff know:
 - Any items you want placed on Agenda
 - If you will not be able to attend

❑ Dates for 2019 Advisory Council Meetings

Dates will be selected via Questionnaire

- Survey Monkey link will be emailed to all Advisory Council Members
- Date options will be proposed for Member selections for quarterly meetings in March, June, September, and December of 2019
- Wednesday and Thursdays seem most favorable days
- No meeting is confirmed until after it is appropriately noticed in the FAR; meeting notices are posted in the FAR not less than 7 days prior to the meeting date

❑ Election of Chair and Vice Chair

Annual selection of Chair and Vice Chair for 2019

- 2019 Chair and Vice Chair will be announced in December 5th meeting
- Duties include:
 - Provide feedback to AHCA staff on Agenda Items
 - Leading the meetings
 - Help AHCA staff to facilitate and communicate with subject matter experts

