

Policy and Procedure Quarterly Report

November 2022

Accomplishments:

- Performed On-going Housekeeping Updates
 - Renumbered Forms As Needed
- Updated Policies Per Approved Policy Proposals
- Assisted Committees With Developing Change Proposals
- On-going Training And Development: Committee Vice Chair
 - Standard Policy Document Format

Goals:

- Work With Vice Chair To Define/Assign Specific Duties
- Conduct Regular Committee Meetings
- Continue Housekeeping Updates
- Develop Realistic Timelines For Processing Policy Changes

Nina Schloffel – National Chair, Policy and Procedure Committee

Barbara Coan – Vice Chair, Policy and Procedure Committee

Joanne Blum – Policy and Procedure Committee

Hope Summers – Policy and Procedure Committee