



**Department of Family Development
Vice Chairs Meeting
Teleconference**

December 6, 2011

1:00 – 2:00 PM

To join the teleconference, contact Sue Nagelkerk, Committee Chair at (608) 355-3256,
at least two working days prior to the meeting.

Agenda

1. Call to Order – Sue Nagelkerk
2. Welcome/Introductions
3. Certification of Wisconsin Open Meetings Laws
4. Review and Approval of September 20, 2011 minutes, Nancy Crevier, Secretary
5. Additions to Agenda (discussion items only)
6. Upkeep of the Mentee/Mentor Chart on the Department Website – Jackie Carattini
7. Discuss role of Vice Chair – Eastern District Mentor Team Process and Philosophy
8. Review of the Department's Mentoring Handbook
9. Mentoring Needs of Extension Associates according to District Liaisons – Nagelkerk, Carattini
10. Any other business (for discussion only)
11. Set next meeting date(s) - February
12. Adjournment

*Other individuals who would like to participate in this meeting should contact Sue Nagelkerk, Committee Chair, at (608) 355-3256 at least two working days before the meeting. Persons with disabilities who require alternative means for communication and/or need a reasonable accommodations for disabilities or limitations should contact Mary Detra at (608) 265-9887 (the deaf or hard-of-hearing can call 711 for call relay) at least two working days prior to the event.