ELT Meeting Agenda

July 26, 2018

Date: July 26, 2018		**Time:** 9:00-11:00 am
Location:	**Adelaide:** 16 Boardroom; **Clarkson:** Room 340	
ELT Attendees:	Peter Gregg, Alex Foord, Leonard Kula, Marcia Mendes-d'Abreu, Terry Young, Glenn McDonald, Julia McNally	
Other Attendees:	Michael Boll, Alexander DeAngelis, Chuck Farmer, Lia Kosic, Anthy Lovachis, Candice Trickey	
Regrets:	Barb Anderson , Mike Lyle	

	Item	Presenter	Time	Target Time	Action
1.	Approval of agenda, items for other business	Peter Gregg	2 minutes	9:00-9:02 am	Decision
2.	Review meeting minutes, updates on action items	Peter Gregg	8 minutes	9:02-9:10 am	Decision
3.	Agenda items for August Board and Committee meetings	All	15 minutes	9:10-9:25 am	Discussion
4.	Updated supply/ demand forecast	Chuck Farmer	30 minutes	9:25-9:55 am	Discussion
5.	Key risk determination, CPM measures and targets review	Alexander DeAngelis, Lia Kosic	30 minutes	9:55-10:25 am	Discussion
6.	Employee Engagement survey action plan	Marcia Mendes-d'Abreu	20 minutes	10:25-10:45 am	Discussion
7.	Operations dashboard update	Candice Trickey	10 minutes	10:45-10:55 am	Discussion
8.	Other business, summary of ELT meeting and action items	All	5 minutes	10:55-11:00 am	Discussion

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