ELT Meeting Agenda

August 2, 2018

Date: August 2, 2018		**Time:** 9:00-11:00 am	
Location:	**Adelaide:** 16 Boardroom; **Clarkson:** Room 340		
ELT Attendees:	Peter Gregg, Barb Anderson, Alex Foord, Leonard Kula, Mike Lyle, Marcia Mendes-d'Abreu, Terry Young, Glenn McDonald, Julia McNally		
Other Attendees:	Alexander DeAngelis, Lia Kosic, Anthy Lovachis		
Regrets:			

	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	13 minutes	9:02-9:15 am	Decision
3.	Discuss August Board and Committee agendas	All	20 minutes	9:15-9:35 am	Discussion
4.	Employee engagement survey action plan	Marcia Mendes-d'Abreu	20 minutes	9:35-9:55 am	Discussion
5.	Business plan update: key risks and CPMs (continued discussion)	Alexander DeAngelis, Lia Kosic	50 minutes	9:55-10:45 am	Discussion
6.	Other business, summary of ELT meeting and action items	All	15 minutes	10:45-11:00 am	Discussion

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