

Pre- & Post-SLC/RLC Agendas

Agenda 1: Pre-RLC/State Meeting Info Meeting

Your chapter will already be planning a meeting before RLC and/or States to run over basic logistics. Here is a basic agenda for one such meeting. Don't forget to get your members excited!

Agenda Items

1. Call to Order
 - a. Introduction--President/Board Members/Advisor Open Meeting
 - b. Roll Call/Attendance if taking
2. Trip Logistics/Expectations
 - a. Review logistics specific to your chapter
 - i. Hotel lodging
 - ii. Travel schedule
 - iii. Code of conduct
 - iv. Packing checklist!!
 - b. Review RLC/SLC logistics
 - i. SLC Agenda
 1. <https://www.michiganhosa.org/slc>
 - ii. RLC Agendas/Tentative Schedule:
<https://www.michiganhosa.org/regionals>
3. Competition Preparation
 - a. Provide/review event specific reminders
 - i. Testing times
 - ii. Event checkings
 - iii. Materials to bring
 - iv. **Review Event modifications once more with chapter!**
 1. <https://www.michiganhosa.org/mihosaguidelines>
 - b. You can provide some quick tips from officer or board members for success
4. Pep Talk!
 - a. In a meeting before RLC/States, the most important thing is to motivate your team and bond them together
 - b. Make sure they go in not just informed but ready and excited!