

# **Agenda for 1346 Advisory Committee Meeting**

**Wednesday, November 30, 2011**

**Department of Labor and Industry building- Isanti Conference Room**

**443 Lafayette Road North**

**St Paul, MN 55155-4341**

- 1. Welcome Scott Nelson –Chair**
- 2. Self-Introductions of Committee Members, Alternates and Guests**
- 3. Introduction of Colleen Chirhart- DLI Rules Specialist**
  - a. Overview of the Advisory Committee**
  - b. Rule Development**
  - c. Sonar (Statement of Need and Reasonableness)**
  - d. Tips for successful committee work**
- 4. 10 Minute break-housekeeping items**
- 5. Overview of Rule Draft for Department**
- 6. Discussion of committee timetable for completion- Scott Nelson- Chair**
  - a. Chapters covered per meeting, etc...**
  - b. Committee comments (if any) on Chapters covered timeline**
- 7. Review of dates for:**
  - a. Code Change Submittal date: December 6, 2011 by 4 PM**
  - b. Next Meeting date: December 14, 2011**
    - i. Note: Submittals for Meeting date December 21, 2011 are due December 13, 2011 by 4PM**
- 8. Assign information for committee to review for next meeting.**
- 9. Adjournment of meeting**