

Agenda Items	
Welcome and Introductions	Discussion: Mr. Miller called the meeting to order at 2:30 P.M.
Old Business	Discussion: Mr. Miller provided an update regarding the ETLS course, along with the steps required to register for the course.
New Business	
Approval of October Meeting Minutes	Discussion: Motion to approve meeting minutes made by Mr. Norred; motion seconded by Mr. Lee
Chair Report	Discussion: Mr. Miller provided a budget update. Mr. Miller detailed the deliverables due for the next two quarters and provided dates the deliverables will be submitted to DSHS.
Preparedness Plan	Discussion: Mr. Comer reviewed the main points within the preparedness plan and took questions.
Supply Chain Integrity Assessment	Discussion: Mr. Comer reviewed the Supply Chain Integrity Assessment survey process and member responsibilities.
Coalition Assessment Tool	Discussion: Mr. Comer reviewed the role and purpose of the Coalition Assessment Tool. Discussed the review process and due dates.
West Central Texas Emergency Preparedness Conference	Discussion: Mr. Taylor gave a presentation on the up-coming Preparedness Conference in Abilene, TX and took questions regarding purposes and registration.
General Public Comment	Discussion: General discussion was held regarding new communication technology that can be used by Coalition members.
Adjournment	Discussion: Mr. Miller thanked everyone for their efforts. Motion to adjourn by Mr. Norred and seconded by Mr. Comer