

# **COMMITTEE OF ADJUSTMENT TRAINING AGENDA**

**JUNE 18, 2015 @ 2:00 p.m.  
COUNCIL CHAMBERS**

- 1. Meet & Greet**
- 2. Administrative Requirements:**
  - \* Fill out payroll forms**
  - \* Inform members of when get paid**
  - \* How Mileage will be paid**
  - \* Discuss changing July 15<sup>th</sup> Hearing to July 16<sup>th</sup>**
  - \* Discuss OACA and Membership**
  - \* Discuss Primer on Planning On-line Course**
- 3. Committee of Adjustment Orientation**
- 4. Mock Hearing – Process, Understanding sketches and Notice of Hearing**
- 5. Questions**