

## H & I Committee Coordinator Report

Date:

Facility:

Facility Contact Name & Phone#: \_\_\_\_\_

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Coordinator Name & Phone# and Email)

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Report Given By:

Have all the scheduled meetings been attended by the volunteer team since last report? \_\_\_\_\_ Comments:

How has attendance been at the facility meetings by clients since last report?

Have there been any changes to the volunteer team since last report? \_\_\_\_\_ Comments:

Has there been any change to any of the facility's meeting formats since the last reports? \_\_\_\_\_ Comments:

Has there been any communication between the facilities staff and yourself, or any of the volunteer team since the last report? \_\_\_\_\_ Comments?

Additional Coordinator Comments:

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H & I Committee Discussion Notes: