

January 6, 2010
8:00-10:00 a.m.

Board of Industrial
Insurance Appeals,
Olympia

Main Conference Room



Business Meeting: 8:00-8:25 a.m.

Training, Roundtable, Wrap-up: 8:25-10:00 a.m.

Members are encouraged to attend one or both of the sections, as their schedule allows.

Topic of the Month Doing More With Less – The Rubber Meets The Road

A G E N D A

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|-----------|--|---|
| 8:00 a.m. | ➤ Arrival & Conversation | All |
| 8:05 a.m. | ➤ Membership Update | Pat Schmidkofer |
| 8:10 a.m. | ➤ Report on Fall Conference | Nicole Stauffer |
| 8:15 a.m. | ➤ Roundtable/Topic of the Month | All |
| | <i>Share your agency updates and discuss unique challenges and successes</i> | |
| 9:00 a.m. | ➤ Economic Outlook and Update on Last Forecast | Arun Raha, <i>Chief Economist and Executive Director, Economic Forecast Council</i> |
| | ➤ Wrap Up | Nicole Stauffer |

PLEASE NOTE:

Many sensitive items are discussed at these meetings and should not be shared outside this group. The Executive Assistants Group is dedicated to promoting professionalism and the ability to hold confidential discussions is essential.

Chair:	Nicole Stauffer	360-586-0544
Chair-Elect:	Loy McColm	360-725-6027
Treasurer:	Jay Raish	360-723-6823
Secretary:	Robin Riley	360-493-9271
Past Chair:	Kami Madsen	360-902-0849

Quote of the Month:

The Task Ahead of You is Never as Great as the Power Behind You!!!



WASHINGTON STATE

EXECUTIVE ASSISTANTS GROUP

PO Box 4275, TUMWATER, WA 98501

FINANCIAL STATEMENT

For the period October 1, 2009, through December 30, 2009

Beginning Checking Balance **\$2,292.95**

INCOME:

Fall Conference - Registration Fees	\$4,700.00
Fall Conference - Registration Fees>Returns	\$1,178.97
Fall Conference - Registration Fees	\$550.00

TOTAL **\$6,428.97**

EXPENSES:

Costco - Food for Fall Conference	\$400.00
4imprint - Fall Conference Giveaways	\$1,571.65
City Picnics - Coffee for Fall Conference	\$345.66
Lisa Olsen - Balance of Speaker Fee	\$1,575.00
Nicole Stauffer - Fall Conf. Decorations/Candy	\$84.94
USPS - PO Box Fee	\$60.00

TOTAL **\$4,037.25**

Ending Checking Balance **\$4,684.67**

WSECU requires a savings account with a minimum balance of \$50.00 to open and maintain a checking account.

EAG SAVINGS ACCOUNT BALANCE: **\$50.00**