

## On Target Training & Consulting, LLC.

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TO: EMAC Members

From: ESB/EMAC/Training Sub-Committee  
Planner T. Justin

Date: March 9, 2017

Subject: Monthly training dates

To attempt to provide for consistency as well as effective and efficient scheduling of training; the training sub-committee has established the following training calendar for EMAC Committee training dates.

The monthly training dates will be the second Monday of the month. For calendar year 2017 they are:

April 10  
May 8  
June 12  
July 10  
August 14  
September 11\*  
October 9  
November 13  
December 11\*

\* NO SCHEDULED TRAINING AT THIS TIME

At present training topics, will include the MNWalk topics:

- Donations Management
- Volunteer Management
- Public Information Officer
- Damage Assessments

Additional training proposed at this time include:

- Grant Writing
- Family Assistance Center

Currently we are scheduling a presentation for grant writing on April 10<sup>th</sup>. I am working on finalizing presenters for the grant writing session and plan to send a follow-up notice on the logistics of that session next week.

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I am working with HSEM, MN Council on foundations, MN Council of Non-Profits, and District 742 for perspective presenters for grant writing. If you have any suggestions for presenters on any of the topics, please feel free to contact me.

Thank You

Tom