



INAUGURAL MEETING

Wednesday, February 28th, 2018 | 1:00 PM – 2:00 PM
 Meeting Rooms 3 & 4, Level 2 | Raising Cane's River Center
 275 River Rd | Baton Rouge, LA 70802

1. Objectives

- Understand the mission, goals, role, and partners of SimCap (national/international user group).
- Define SimCap's (Louisiana user group) initial identity: initial purpose/mission, goals/objectives, and organizational structure.
- Schedule next meeting, and keep things moving!

2. Agenda

Time	Item/Description	Responsibility
1:00 – 1:05 PM	Welcome and introductions	Stephen Mensah
1:05 – 1:20 PM	Overview presentation of SimCap	Chris Melson
1:20 – 1:55 PM	Open discussion to define our identity <ul style="list-style-type: none"> • Defining the need [<u>Defining our purpose/mission</u>] • Defining how to address the need [<u>Defining our goals/objectives</u>] • Defining how to accomplish our goals/objectives [<u>Defining organizational structure, frequency/type of meetings, etc.</u>] 	All
1:55 – 2:00 PM	Wrap-up and closing business <ul style="list-style-type: none"> • Outreach • Scheduling next meeting 	Stephen Mensah