



WV PUBLIC HEALTH ASSOCIATION
PROFESSIONAL CLERICAL SECTION
AGENDA
Thursday, September 20, 2019

8:45 a.m. – 9:00 a.m.	Clerical Registration
9:00 a.m. – 9:30 a.m.	Business Meeting
9:30 a.m. – 10:00 a.m.	ARC – People First of West Virginia
10:00 a.m. – 10:30 a.m.	Break
10:30 a.m. – 11:30 a.m.	Outlook Training; Ms. Marilyn Padon WV Office of Technology
11:30 a.m. – 12:30 p.m.	LUNCH
12:30 p.m. – 2:00 p.m.	Excel Training: Ms. Marilyn Padon WV Office of Technology
2:00 p.m. – 2:30 p.m.	Break
2:30 p.m. – 3:15 p.m.	Health Updates – topic to be determined
3:15 p.m. – 4:00 p.m.	Round Table/Clerical Updates <i>(\$10.00 Gift Exchange – bring gift)</i>
4:15 p.m. – 4:45 p.m.	All PHA sections Combined