



Compliance & International Trade Committee (CITC)
Meeting Report for Meeting of May 9, 2007 at 4:00pm EST

MEETING REPORT				
	Actions/Decisions and important issues	Responsible	D Date	C Date
CITC CONFERENCE - JULY 10, 2007				
1.	<ul style="list-style-type: none"> ▪ Review of draft agenda – final draft to be sent to CITC members and Speakers for comments before finalizing into an Agenda format to be sent with Registration form. ▪ Flyer was discussed and approved. Tricia has sent draft to Future’s Advertising department to finalize format. ▪ Barney will send out Flyer in NEDA Monthly newsletter with registration. ▪ Barney will also send Flyer and registration form to all NEDA member companies by e-mail. He will emphasize the target audience for these documents in the e-mail. 	Patty S. Alison H. Nancy A. Pat G. Tricia S. Barney M. Darrin K. Robin N.	May 11	
2.	<p>Table Topic suggestions and proposed assignment of Facilitators (to be confirmed) for each table:</p> <ul style="list-style-type: none"> a) Trade Compliance training – Who, What, When, Where, and Why? <ul style="list-style-type: none"> ▪ Proposed Facilitator – Brian Baker b) Web orders & compliance management <ul style="list-style-type: none"> ▪ Proposed Facilitator – Alison Harris c) Outsourcing compliance functions and/or automating import/export management – pros & cons <ul style="list-style-type: none"> ▪ Proposed Facilitator - Jerry Greenwell d) Global Trade Compliance Tools – How to keep on top of “other country” regulations? <ul style="list-style-type: none"> ▪ Proposed Facilitator – Mark Menefee e) Internal joint partnerships for successful customer service <ul style="list-style-type: none"> ▪ Proposed Facilitator – Patty Stanley 	Patty S. Alison H. Nancy A. Pat G. Tricia S. Barney M. Darrin K. Robin N.	May 25	
3.	<p>Conference Administration suggestions:</p> <ul style="list-style-type: none"> ▪ Name tags colour coded for Conference Organizer, Speaker and Attendee & Name tags to include Name and Company Name ▪ Table Topic cards for each table ▪ Conference parking signs & direction signs within Phoenix Contact ▪ Alison will contact Arnold for a list of local restaurants and will make reservations for July 10 – Attendees will be asked if they wish to attend – timing to be determined. ▪ Business card exchange bowls. ▪ Questions Card to be available everywhere for attendees to submit questions for wrap up throughout the day. 	Tricia Barney Arnold Alison	May 25	

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IMPORTANT NOTICE

EFFECTIVE WEDNESDAY, MAY 10, 2007,

**ALISON HARRIS,
AVNET GLOBAL TRANSPORTATION,
INTERNATIONAL TRADE COMPLIANCE MANAGER**

HAS ASSUMED THE ROLE OF CHAIRPERSON FOR NEDA'S CITC

***PLEASE JOIN ME IN EXPRESSING OUR GRATITUDE
TO ALISON FOR TAKING ON THIS ROLE.***

***PLEASE LEND HER YOUR SUPPORT
TO KEEP THIS COMMITTEE ACTIVE AND
SERVING OUR INDUSTRY!***



Deleted: 5/11/2007