



Meals on Wheels Collin County

Corporate Takeover Agenda

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| 8:00 AM – 8:30 AM | Welcome, registration, introduction, followed by a tour of our facilities |
| 8:30 AM – 10:00 AM | Start working on volunteer assignments. This assignment will be split up and the different volunteer groups will switch off job assignments working each station; e.g. <ul style="list-style-type: none">• Kitchen food line preparing meals• Kitchen bread or dessert preparation• Kitchen preparing breakfast meals• Loading meal bags in staging area |
| 10:00 AM – 11:00 AM | Orientation and training for meal delivery in the volunteer office |
| 11:00 AM – 11:30 AM | Volunteers will collect and load their route meal bags into their vehicles for delivery |
| 11:30 AM – 1:00 PM | Volunteer drivers will deliver meals to our clients (the average route will have 10 clients and will take approximately one hour to complete delivery) |