

# OFFICE OF EQUITY TASK FORCE



## Join the meeting via Zoom:

Notice of Public Meeting  
**April 30, 2020**  
**9:30 a.m. – 1:00 p.m.**

Online: <https://zoom.us/j/4744074402>  
By phone: 1-669-900-6833 or 1-929-205-6099  
Meeting ID: 474 407 4402

*Please mute your phone/microphone when not speaking.*

### **This is a virtual meeting with phone and computer dial-in options.** Please note:

- We are holding virtual meetings to protect the health and safety of Washingtonians during the COVID-19 pandemic.
- Task Force members, presenters, and staff will be connecting remotely.
- The public is welcome to participate. You are not required to provide your name. If you wish to remain anonymous, please label yourself as 'Public Participant' when you log in.
- We are recording the meeting, and the recording and chat box transcript are kept as public records.
- Zoom instructions and protocol are included on page 3.

### **Public Comment:**

- If you would like to give public comment, please plan to do so during the scheduled public comment period (see agenda).
- You can also submit written public comments at: [healthequity@sboh.wa.gov](mailto:healthequity@sboh.wa.gov). Written comments received by 12 p.m. (noon) on Friday, April 24 will be provided to members before the public meeting. Comments received after that time will be available to members after the meeting or at the next public meeting.

Time	Agenda Item	Speaker
9:10 a.m. – 9:30 a.m.	<b>Zoom Log-in</b> To help us start the meeting on time, please log into Zoom early to test your connection. Staff are available to help you troubleshoot.	Task Force Staff
9:30 a.m.	<b>Welcome, Call to Order, Zoom Protocol &amp; Introductions</b>	<ul style="list-style-type: none"> <li>• Jan Olmstead &amp; Benjamin Danielson, Co-chairs</li> <li>• LinhPhung Huynh, Task Force Staff</li> </ul>
9:50 a.m.	<b>1. Approval of Agenda</b> —Possible Action	Jan Olmstead, Co-chair

Time	Agenda Item	Speaker
9:55 a.m.	<b>2. Approval of February 21, 2020 Minutes</b> —Possible Action	Benjamin Danielson, Co-chair
10:00 a.m.	<b>3. Announcements, Task Force Business &amp; Legislative Update</b> <ul style="list-style-type: none"> <li>• Staffing &amp; support</li> <li>• Revised public meeting schedule</li> <li>• Focus group report</li> <li>• Legislation &amp; budget update</li> </ul>	<ul style="list-style-type: none"> <li>• LinhPhung Huynh, Task Force Staff</li> <li>• RaShelle Davis, Office of the Governor</li> </ul>
10:30 a.m.	Break	
10:40 a.m.	<b>4. Reflections: Task Force Members &amp; Community Partners</b> <ul style="list-style-type: none"> <li>• Equity issues experienced or observed during the COVID-19 pandemic and response</li> </ul>	<ul style="list-style-type: none"> <li>• Task Force Members</li> <li>• Community Partners (TBA)</li> <li>• Esmael López, Task Force Staff</li> <li>• LinhPhung Huynh, Task Force Staff</li> </ul>
11:50 a.m.	Break	
12:00 p.m.	<b>5. Public Comment</b> To give public comment, please let us know in the chat box and provide your name and organization. Please do not send written public comments through the chat box. For those who are not on a computer (phone only), the Chairs will provide an opportunity for you to speak at this time.  You can always submit written comments to: <a href="mailto:healthequity@sboh.wa.gov">healthequity@sboh.wa.gov</a> .	
12:15 p.m.	<b>6. Discussion: Revised Work Plan</b> <ul style="list-style-type: none"> <li>• What would be meaningful and helpful to include in the Task Force’s final proposal?</li> </ul>	LinhPhung Huynh, Task Force Staff
12:50 p.m.	<b>7. Comments, Updates &amp; Reflections</b> <ul style="list-style-type: none"> <li>• Next steps and communication</li> </ul>	<ul style="list-style-type: none"> <li>• Jan Olmstead &amp; Benjamin Danielson, Co-chairs</li> <li>• LinhPhung Huynh, Task Force Staff</li> </ul>
1:00 p.m.	<b>Adjournment</b>	Jan Olmstead, Co-chair

## **Zoom Instructions & Protocol:**

- Keep yourself on mute when you are not speaking.
- To improve everyone's connectivity, only members and staff should turn on their cameras.
- State your name each time you speak, so everyone can identify you.
- Do not use the private chat function to have discussions. This may be in violation of the Open Public Meetings Act.
- Help us maintain a respectful environment for all meeting participants.
- We may experience some issues. Please be patient with us. We'll try to sort out any concerns or issues as quickly as we can.
- For technical assistance:
  - Send a private chat on Zoom to Hannah Fernald (staff); or
  - Send an email to [hannah.fernalld@sboh.wa.gov](mailto:hannah.fernalld@sboh.wa.gov)
- General instructions to connect to Zoom:
  - <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>
  - <https://support.zoom.us/hc/en-us/articles/204772869-Zoom-Rooms-User-Guide>

## **Additional Information to Know:**

- Times listed in this agenda are estimates only. We reserve the right to alter the order of the agenda.
- If you need accommodation, including translation or interpretation services, please contact Hannah Fernald, Administrative Coordinator, at [hannah.fernalld@sboh.wa.gov](mailto:hannah.fernalld@sboh.wa.gov) or 360-789-6884 as soon as possible.
- To request this document in an alternate format or a different language, please contact Kelie Kahler, State Board of Health Communication Manager, at 360-236-4102 or by email [kelie.kahler@sboh.wa.gov](mailto:kelie.kahler@sboh.wa.gov).