

AGENDA		DISCUSSION	ACTION ITEMS
I.	Item 1 2:00pm – 2:15pm	Andrea Berry & Nirav Shah	Welcome & Introduction Introduction of Committee Members
II.	Item 2 2:15pm – 2:30pm	Andrea Berry & Nirav Shah	Attendance Policies <ul style="list-style-type: none"> ➤ Review of attendance policies discussion from Leadership Council ➤ Outreach ➤ Q&A <p>No members objected to co-chairs reaching out absent members to see how additional support could be offered or a solution for those members' attendance</p>
III.	Item 3 2:30pm – 3:00pm	Andrea Berry & Nirav Shah	Workgroup Check-Ins <ul style="list-style-type: none"> ➤ Report out from workgroups on initial meetings and next steps ➤ Recruiting process for workgroups ➤ Q&A <p>Liz – Scorecard talked about setting up a meeting to talk about the workgroup and then sign up after they attend the meeting; Andrea seconded the idea</p> <p>Candace – wants to make sure that PWLE will be paid if they participate in these workgroups and supported to be able to attend the meetings. Maya says the process is still in motion although delayed.</p> <p>Andrea – PIT workgroup wants to recruit to have a total of 10-15 people total.</p> <p>Nirav – should we have one blast for all 3 workgroups instead of letting each workgroup do outreach on their own?</p> <p>Akram – how much ECHO participation should be allowed in the workgroup? Andrea suggests having as much ECHO support as possible. Liz wants to be mindful of the limit of workgroup members in relationship to the number of ECHO members – suggests 2 ECHO members per workgroup. Caitlin agrees and wants to make sure community members are prioritized. Caitlyn suggests allowing 1 ECHO employee per workgroup for the time being.</p> <p>Committee voted to have Joseph send out an interest survey in C-Tosh and through a contact list from Maya.</p> <p>No objections for limiting interest form to submissions until June 4th</p> <p>No objections to waiting on decision for how many ECHO staff will be involved in each work group</p>

IV. Item 4 3:00pm – 3:30pm	Andrea Berry & Nirav Shah	Open floor for Committee Members Any topics or concerns brought up by committee members No additional Items were discussed	
Adjournment		<ul style="list-style-type: none"> • Next Meeting: June 20, 2022 2:00PM – 3:30PM; Virtual meeting via Zoom 	