

Office of Health Equity Advisory Board – In-person and Virtual
August 16, 2023

Meeting called to order at 1:26pm

Present: Maria Cruz, Kenyani Davis, George Nicholas, Heather Orom, Chandra Redfern, Olivia Smith-Blackwell, Gale Burstein, Joseph Abdulla, Kelly Wofford, Caitlyn Critharis

Excused: Willie Underwood III

Absent:

Item	Discussion	Action Items	Motions
Welcome & Introductions	Kelly Wofford and Gale Burstein welcomed all to the first OHE Advisory Board Meeting. All participated in introducing themselves.	NA	
Health Department Overview	Gale Burstein provided an overview of the Health Department.	NA	
Office of Health Equity Overview	Kelly Wofford provided an overview of the Office of Health Equity from inception to present day.	NA	
Board Responsibilities and Expectations and Board Chair Selection	OHE Advisory Board must: <ul style="list-style-type: none"> • Meet four times a year. • Complete an annual report. • Select a Chair and Vice Chair. 	Any member interested in Chair or Vice Chair must submit interest by September 11 th . Advisory Board will conduct a virtual meeting on September 19 th from 3 – 4pm.	
Next Meeting	Will be scheduled the week of October 16th	Date and time to be determined. Will provide a virtual option.	
Adjournment	Meeting called to a close.	NA	Motion to adjourn: Maria Cruz Second: Olivia Smith-Blackwell Meeting adjourned at 3:15pm