

**Governor's Equity and Inclusion Advisory Council
Subcommittee Meetings
AGENDA and MEETING NOTES**

Date: Thursday, January 20, 2022

Group Meeting:

Virtual Meeting

Link: <https://us02web.zoom.us/j/88352463743?pwd=VF1wb3NnaGhjZmo3R3pqbVZPWUd6QT09>

ATTENDANCE

NAME	Present?	NAME	Present?	Name	Present?
Kevin Carr		Dasheika Kidd		Karen Timberlake	
Monica Cummings		Vanessa McDowell		Markasa Tucker	
Robyn Davis, Chair		Adin Palau		Beth Wrobleski	
Carlton Jenkins		Marie Summers			

AGENDA

Item	Notes
<i>Time and # of minutes topic will take</i> <i>Name of Topic and person leading discussion</i>	<i>Process that will be used to achieve the outcome (i.e., brainstorming, discussion)</i>
Welcome	
Reminder: Open Meetings Law	
Identify Notetaker	
Creat Subcommittee Workplan	Develop guiding statement
	Identify goals and objectives
	Create actions to achieve each objective
	Create annual performance measures
	Create or identify tool the subcommittee will use to track, measure or evaluate progress
	Determine if additional meeting is necessary

ACTION ITEMS

ITEM	OWNER	TARGET DATE	STATUS
Create workplan	Subcommittee	Jan. 28, 2022	