

Community Advisory Board Meeting Agenda

Meeting date: Monday, October 25, 2021

Time: 5:00PM-6:30PM EST

I. Introductions:

CAB Members: Oscar Centeno, Ron Davis, Anita L. Massengale; Jennifer Stewart, Carlos Velazquez, Jhennie Libongoco-Barbour, DeAndra Godwin, Cortlen Yarbrough; Lamont Campbell

WRAIR Community Engagement Team: Liza Dawson, Jake Earl, Jael Kagai, Kimberly Acosta

Meeting Agenda:

- I. Welcome/ CAB members check-in- DeAndra (10 minutes)
- II. Community Engagement - Liza and Jael(15)
 - Jael
 - *Newsletter release announcement*
 - *Upcoming program- Diversity and Inclusion (November 29th)*
 - *Past program- Dr. Shepherds presentation recording is now available*
 - *Stiped issues*
 - *Announce the resignation of CAB member GianKarlo*
 - *Discuss changing Novembers meeting date(from November 8th to the 29th)*
 - Liza
 - *The future trajectory of CE- update on what's to come and current challenges we are facing*
- III. Presentation on best practices for having a fruitful CAB meeting- DeAndra(20 minutes)

WRAIR

- IV. CAB documents review-updates (15 minutes)
 - *CAB membership criteria (questions to consider, now that we have these criteria, when does the CAB want to consider selecting new members?)*
 - *List of educational topics- Which programs interest the CAB? Are there topics we should consider that we are overseeing?*
 - *CAB chair responsibilities- Any glaring issues with the outlined responsibilities?*
- V. Discuss future meeting ideas and capacity training (20)
 - *The merits of in-person meetings- Is the CAB comfortable with meeting in-person*
 - *CAB creating a train the trainer module*
 - *Collaborative opportunities for CAB members*
- VI. Next meeting agenda discussion items/adjourn (10 minutes)
 - *Special program for November- Impact of COVID-19 on Mental Health*
 - *CE team outlines their responsibilities in relation to CAB*