



Washington Syndemic Planning Group Agenda

Date/Time: September 26, 2023
6:00pm – 7:30pm (PDT)

Location: ZOOM

Join Zoom Meeting

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Meeting URL: <https://us02web.zoom.us/j/85211065866?pwd=cGZNQVFjcmhlwRlpQcEIHUzVtQ0NQdz09>
Meeting ID: 852 1106 5866
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The WSPG general meetings are open to the public and therefore comments may be collected in the minutes as part of the permanent record.

Opportunities for public comment are provided at the end of the meeting for general comments. WSPG Tri-Chairs will ask for a show of hands of people who would like to comment. The Public comment time will be divided equally amongst them.

Estimated Time	Section Topics for Discussion	Section Objective
6:00-6:10 pm	I. Welcome by Tri-Chairs (10 minutes) a) Call meeting to order and approve agenda b) Tri-chairs/Members check-in and connect: Plan to share out on webinars, workshops, trainings attended or planning to attend	<i>Get to know each other</i> <i>Approve Agenda</i>
6:10-6:25 pm	II. Member updates DOH (15 Minutes) a) Welcome new WSPG members <ul style="list-style-type: none"> <i>i. Christopher Archiopoli</i> <i>ii. Christina Jackson</i> <i>iii. Gina King</i> b) <i>Brandin Bowden transition</i> c) <i>JJ Baker announcement</i>	<i>Provide information</i>

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6:25-6:35 pm	<p>III. WSPG updates <i>DOH and WSPG (10 Minutes)</i></p> <p>a. Amendment #1 to Charter (see fig 1):</p> <p>i. Motion made by JJ Baker, seconded by Ann Mumford at July 25, 2023 meeting</p> <ul style="list-style-type: none"> Updating the charter requires vote of consensus from the WSPG, meeting quorum. Tri-chairs sign/approve final amendment to add to charter Votes will be collected and added to the minutes and WSPG web page. <p>Quick Updates/Information sharing:</p> <p>b. Steering and Tri-chair Membership Succession Planning (Article IV, section III)</p> <ul style="list-style-type: none"> Succession planning Surveys for persons interested in being on the Steering committee or as tri-chair for the 2024-2025 year Tri-chair update, tri-chair language (see Fig. 2) <p>c. Continue to work on bi-directional process flow with DOH accounting Office for equitable stipend compensation, beginning January 1, 2024. Foundational support provided by the Office of Equity Guidelines: https://equity.wa.gov/people/community-compensation-guidelines/mechanics-stipends-reimbursement</p>	<p><i>Provide information</i></p> <p><i>Provide consensus</i></p>
6:35-7:20 pm	<p>IV. HIV cluster and outbreak detection and response in Washington state: Part 1- Interactive Presentation <i>DOH/ WSPG (45 Minutes)</i></p> <p>a. Part 1 of a 2 part series, 2nd part in November</p> <ul style="list-style-type: none"> Multiple areas of content to participate in and provide feedback on Think about how the WSPG committees might further these efforts and lead in the direction of next steps 	<p><i>Provide information</i></p> <p><i>Collaborative exercise</i></p> <p><i>Dissemination and discussion</i></p>
7:20-7:25pm	Public Comment (5 minutes)	Receive Public Comment
7:25-7:30pm	Closing thoughts/Adjourn (5 minutes)	

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Fig. 1

Washington Syndemic Planning Group Charter Amendment Resolution

Resolution # 1

Washington Syndemic Planning Group (WSPG)

Charter and Bylaws - December 2022

Subject of Resolution:

To resolve that the following amendment be made to the Washington Syndemic Planning Group (WSPG) Charter and Bylaws- December 2022. The WSPG approves the following request for an amendment to its charter:

To add language to the Washington Syndemic Planning Group Charter of a dedicated planning year spanning July 1, 2022 to June 30, 2023 affecting the establishment of the goal requirements, committee activities, and schedules to support syndemic efforts of the Washington State Department of Health.

Articles and pages affected:

Article IV, Section 1. Positions (p.12)

Post planning year, effective July 1, 2022 to June 30, 2023, there will be three (3) Tri-Chairs of the WSPG: a Governmental Chair, a Provider Chair, and a Community Chair. The Provider Chair and the Community Chair serve in that capacity for one (1) year.

Article IV, Section 3. Appointments, Nominations and Elections (p.12)

Post planning year, effective July 1, 2022 to June 30, 2023, the full WSPG will annually elect one member to serve as the Community Co-Chair and one member to serve as the Provider Co-Chair for one (1) year.

Article VI, Section 3. Terms (p.16)

Post planning year, effective July 1, 2022 to June 30, 2023, the Steering Committee members will serve for one (1) year with no options for extension.

Fig. 2

Article IV. Officers, Section 4 and 5

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Section 4. Resignation

An Officer may resign the position at any time by written notice to the Steering Committee. The resignation will take effect at the time specified in the notice or, if no time is specified, on receipt.

Section 5. Vacancies

In the event of a vacancy in the office of Community Co-Chair or Provider Co-Chair, the WSPG will hold an election within 60 days of the vacancy. In the interim, the Steering Committee shall select one of its members to serve as an Acting Co-Chair for the vacant office. In the event of a vacancy in the office of Governmental Co-Chair, the Secretary of DOH will name a Governmental Co-Chair within 30 days of the vacancy.

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