

Henrietta Lacks Commission  
Commission Welcome Meeting  
Friday, 14 October 2022

Location: Industrial Development Authority of Halifax County  
1100 Confroy Drive, South Boston VA 24592

VDH Leads: Sandra Serna, Office Director Office of Health Equity  
([Sandra.serna@vdh.virginia.gov](mailto:Sandra.serna@vdh.virginia.gov)); Janaye Oliver, Division Director Division of Multicultural  
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#### Agenda

1. Call to Order-Henrietta Lacks Commission Vice-Chair
  - a. Welcome
  - b. Committee Member & VDH Staff Introductions
  - c. Icebreaker activity
2. Old Business
  - a. Previous Minutes
3. Reports
  - a. Virginia Department of Health Office of Health Equity
    - i. Where we are (since last meeting Dec 2019)
    - ii. Responsibilities to Commission
    - iii. How to communicate with VDH
  - b. Legislation
    - i. Roles & responsibilities
    - ii. Sunset date change
  - c. Annual Report
  - d. Status of Commission Members (vacancies and appointments)
4. New Business
  - a. Election of Officers (chair position vacancy)
  - b. Remote Meetings Policy
    - i. Remote Meeting Guidance document
  - c. Bylaws changes needed
  - d. Calendar Planning
    - i. Annual Meeting
    - ii. 2023 Calendar