

# Agenda Item I: Welcome and Meeting Minutes

Lupe Alonzo-Diaz, Commission Chair

# Ground Rules – Hybrid Meeting

- Voting committee members and members of the public are participating in a hybrid format (in-person & virtually)
- Bagley Keene Open Meeting Act will be followed
- Public Comment on each item and at end of meeting
  - Public Comment will start with members of the public in person and then move to members of the public joining virtually
  - If joining via Teams press the “hand raise” feature OR dial \*5 on your telephone
  - All members of the public will be kept on mute throughout the meeting
  - Members of the public will not have access to the video function
- No delegates, substitutes, or proxies for Advisory Committee members
- Meeting minutes prepared after each meeting
- Materials posted on website
- Standard voting process: motion/second/discussion (including public comment)/vote

# 2024 Meeting Cadence

- 3 Meetings:

- **March**
- **August**
- **November**

- If there are any suggested topics, please email [supplier.diversity@hcai.ca.gov](mailto:supplier.diversity@hcai.ca.gov)

## March

- Hybrid Meeting
- 3 hours
- 2 New Commission Members Join
- En Banc Style meeting

## August

- Hybrid meeting
- 3 hours
- Preliminary discussions on Outreach and Assistance and Voluntary Guidelines

## November

- Hybrid meeting
- 3 hours
- Review of 2024 reports
- Finalize preliminary outreach plan
- Looking ahead at quarterly meetings for 2025

# Meeting Minutes Vote

# Public Comment