

**SC DHEC Midlands Regional COVID-19 Community Assessment Review and
Equity Panel (CARE Panel)**

Initial Virtual Meeting Agenda

April 16, 2021

2:00 pm – 3:00 pm

1. **Welcome** – Karen Hutto, Regional Public Health Preparedness Director, Midlands Region

2. **1st Order of Business** - Membership to Elect a Chairperson and Secretary

a. Chairperson duties – Point person for the region – Lead Panel Meetings

b. Secretary duties – Manage meeting agenda, take minutes and post:

- Notice - 24 to 48 hours prior to the meeting
- Agenda - on SC DHEC website
- Minutes - on SC DHEC website

3. **Introduction to CARE Panels:**

a. **Review On-Boarding Meeting**

- **Panel meetings fall under the State’s Open Meeting Rules**
- **Purpose and Scope of the Panel**

b. **Panel Recommendations for DHEC**

c. **Access to Data**

d. **DHEC representative Responsibilities**

4. **Set next meeting date and time**

5. **Adjourn**