**Date:** 06 JAN 2022

**Date of last meeting:**  14 DEC 2022

**Next Meeting:** 11 JAN 2023

**Members:** Anissia Vixamar, Dana Benton-Johnson, Kathleen Foley, Mallory St. Brice, Heidi Berkowitz, Eddie Ingram, Cathy Alix, Teresa Peavey, Justin Hester, Ebony McQueen, Tahir Husain, Malaz Abdelhadi

**Policies Currently under review:**

* N/A

**General Update**

* Survey questions finalized.
* Communication Plan and Awareness Letter will be discussed at the next meeting.
* Timeline:
  + Socialize survey in late December/early January
  + Present survey for BOT review during January 10th meeting
  + Conduct survey in late January/early February
  + Present survey results and committee action plan - February