



COVID-19 After Action Review Task Force Meeting Summary

November 17, 2022 | 9:00 AM – 12:00 PM | Virtual

Attendees are included in Attachment A.

Opening Remarks & Review of Agenda:

Phyllis Shulman welcomed the Task Force to the meeting. She reviewed the meeting's agenda.

Focus Area Workgroup Updates:

The Focus Area Workgroup Leads shared the following updates:

- **Workgroup B:** Seven draft recommendations have been submitted. The recommendations will be discussed with the Task Force.
- **Workgroup C:** Ten draft recommendations have been submitted. The recommendations will be discussed with the Task Force.
- **Workgroup D:** A survey has been sent to individuals working in emergency management. Several individuals working in emergency management meet on a monthly basis, and representatives from Workgroup D will attend one of the meetings.
- **Workgroup E:** Interviews with the Medical Reserve Corps have been completed. Interviews with CBOs, state agencies, local health jurisdictions, and local emergency managers will be scheduled.
- **Workgroup G:** Interviews and focus groups are being conducted. Focus groups are being developed with pharmacies and mortuary services. Data analysis has become an obstacle. Someone from the Department of Health will assist with data analysis.
- **Workgroup H:** About 40 meetings with school directors have taken place. Meetings with school principals and superintendents are being held. Scheduling has become an obstacle. Guidance is needed around the recommendation framework.

Recommendations Breakout Groups:

Kevin Harris introduced a spreadsheet containing the Task Force's 390 raw recommendations to-date. He explained different ways that the raw recommendations might be used to create final recommendations. He invited the participants to practice refining final recommendations and equity statements in breakout groups.



Recommendations Debrief:

- David Shannon (Breakout A): We saw some similarities in the recommendations. We grouped together some of the recommendations around volunteers. We should place vague recommendations in a “parking lot” and look at those recommendations as a group. This will be a challenging process.
- Rayanna Evans (Breakout B): We created definitions of the 13 themes. The state should define “vulnerable populations.” The state should deploy services to disproportionately impacted populations using available data and robust representation.
- Nathan Weed (Breakout B): We looked at the recommendations and considered underlying themes and commonalities. That worked well for our group.
- Tristan Allen (Breakout C): Option Two seemed to be about volunteers. We focused on the need for better representation among volunteers. I struggled with the context of the recommendations. What was meant when the recommendations were made?
- Brianne Probasco (Breakout C): Do we need specialized knowledge of volunteer management to write well-informed recommendations?
- Rosalinda Turk (Breakout D): We discussed access to information. There were many nonprofit organizations and community members that lacked access to information. One of our recommendations was to create a state reference page.
- Faatima Lawrence (Breakout D): The refined recommendations ended up longer than necessary. I’m not sure if we refined recommendations or created recommendations.
- Phyllis Shulman (Breakout D): It would be good to include implementation steps and accountability mechanisms. That’s a structural thing that came up.
- Rayanna Evans (Breakout B): We have “three layers of why.” This helps us work backward to identify values and principles.

Report Structure & Project Timeline:

- Nathan Weed: The final report is due June 2023. It will take a significant amount of time to deliver the report to the legislature. In the next several months, we will need to finish submitting recommendations. We are moving toward the final push. The next piece involves crafting core recommendations and receiving feedback. In December, we can share a final six-month timeline.



- Rosalinda Turk: How should we document data gaps?
- Nathan Weed: It's about noting those gaps. We may have recommendations around diving deeper into areas we couldn't explore.
- Tristan Allen: Will we merge the different sets of recommendations?
- Nathan Weed: Today was an attempt at doing that. The report will address each focus area while giving broader, cross-cutting recommendations.

Closing Remarks:

Phyllis Shulman and Kevin Harris thanked the participants for attending the meeting.



Attachment A: Attendees

| Last Name | First Name | Organization |
|------------------|-------------------|---|
| Adams | Joy | Washington State Employment Security Department |
| Allen | Tristan | Washington State Department of Commerce |
| Bunn | Carla | Kevin Baker Consulting |
| Dolack | Kerstyn | Washington State Military Department |
| Evans | Rayanna | Washington State Office of Financial Management |
| Hollins Hauge | Winona | Central Area Senior Center |
| Jaffe | Darcy | Washington State Hospital Association |
| Lawrence | Faatima | Catholic Community Services |
| Linares-Hengen | Travis | Washington State Department of Health |
| McCluskey | Brendan | King County Emergency Management |
| McPherson | Amber | Washington State Department of Health |
| Mueller | Martin | Washington State Office of Superintendent of Public Instruction |
| Nichols | Travis | Washington State Department of Health |
| Oberoi | Sudhir | Washington State Department of Licensing |
| Probasco | Brianne | Washington Association for Community Health |
| Shannon | David | Washington State Department of Social and Health Services |
| Stoutenburg | Matt | Washington State Office of the Insurance Commissioner |
| Turk | Rosalinda | Washington State Department of Health |
| Wasserman | Adam | Washington State Military Department |
| Weaver | Ron | Washington State Department of Health |
| Weed | Nathan | Washington State Department of Health |

Facilitators:

Kevin Baker, Kevin Baker Consulting
Kevin Harris, The William D. Ruckelshaus Center
Phyllis Shulman, The William D. Ruckelshaus Center
Christina Sanders, WSU Division of Governmental Studies and Services