

**Washington Health Benefit Exchange
Health Equity Technical Advisory Committee
Charter**

Adopted June 13, 2012

Revised July 24, 2014

Revised June 30, 2022

Establishment

The Health Equity Technical Advisory Committees (TAC) is established under the authority of Section 3.2 of the Health Benefit Exchange Board By-Laws.

Purpose

The Exchange seeks to utilize the expertise and professional perspectives of its technical advisory committee members on various business and policy efforts to advance its Mission and Objectives.

Members of the Health Equity TAC will provide experience and professional perspectives related to health equity, with a focus on:

- Language access;
- Health literacy;
- Hard-to-reach populations;
- Cultural sensitivity; and
- Other issues regarding access to health insurance coverage.

Using the Exchange's Mission and the Board's Equity Statement as guides, TAC members shall deliberate and provide comments to staff and to the Board, at the Board's request. All TACs are ad hoc committees that are created and disbanded as issues come up and are resolved.

Meetings

Exchange staff coordinates TAC meetings and creates the agendas based on Board and Board Committee discussions.

The Health Equity TAC meetings may be held in-person and/or via virtual technology and occur approximately every month, or as needed. The teleconference is open to the public. TAC meeting agendas will be provided in advance to members, along with appropriate briefing materials. The TAC shall keep regular minutes of its proceedings. TAC meeting agendas, meeting minutes, and meeting materials will be posted on the Exchange website.

Membership

The Board will appoint members recommended by the Board's Nominating Committee. The TAC shall not consist of more than (13) members.

Health Equity TAC members shall serve two-year terms, beginning July 1. Based on engagement, or lack thereof, the Exchange reserves the right to end a membership term early. If a member of the TAC leaves the Committee, the Board will appoint a new member who represents the type of organization the departing member represented. Changes to the TAC and changes to the charter must be approved by the Board.