

## Jay Withrow

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**From:** Trice, Holly <holly.trice@doli.virginia.gov> on behalf of Trice, Holly  
**Sent:** Tuesday, August 3, 2021 3:11 PM  
**To:** Jay Withrow  
**Subject:** Attendee information  
**Attachments:** Video Conferencing - Get Started with Cisco Webex Meetings for Attendees.pdf; Video Conferencing - Join a Webex Meeting.pdf

Doli stakeholders,

The first Heat Illness Prevention Advisory Panel meeting has been set for August 11, 2021 at 9AM. The meeting will be held via Webex.

There are 40 members of the advisory panels. The members of the panel will be joining the meeting as "webex panelists." They will be able to mute and unmute themselves.

You are being invited to join the webex as an **attendee**. As an attendee, you will be able to hear everything, but you will not have the ability to mute and unmute yourself.

For this meeting, the Agency will be enabling the "chat" function for the panelists. If the panelists choose to ask a question to "everyone" rather than the host or a specific panelist, all attendees should be able to see these chats but will not be able to type anything in response.

Here is a link to join the meeting as an attendee:

<https://covaconf.webex.com/covaconf/onstage/g.php?MTID=e55ef419dc880546f1d5a57c2a8ef8fda>

The meeting will begin promptly at 9:00AM. The Agency will be opening the webex early so that panelists' audio connecti

This login information will also be posted on our website on the dedicated heat illness prevention page: <https://www.doli.virginia.gov/final-standard-for-heat-related-illnesses/>

In addition, all of these advisory panel meetings will be reordered and the recordings will be posted on the webpage above as they become available.

Finally, I have attached 2 documents from the Webex help center site for those who may not be as familiar with using webex yet.

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