



**CULTURAL COMPETENCE WORKGROUP  
ONE COMMUNITY PARTNERSHIP  
March 8, 2007  
Minutes**

**Present: Paulet Green, Gustavo Vilchez, Beverly Wilkinson, Veronica James, Delores Smiley, Joann Finkelstein, Linda Ross, Shannon Rhodes**

**Staff: Silvia McShan , Susan Marshall**

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Item # 1</b> I. Welcome and Introductions	The workgroup was welcomed and introductions were made.	Susan Marshall was introduced to the workgroup as Silvia's administrative assistant.
<b>Item # 2</b> II. Approval of minutes	Minutes were reviewed and approved by the committee.	Minutes to be sent out in advance. Minutes approved.

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<p><b>Item # 3</b> III. Chair's Comments</p>	<ul style="list-style-type: none"> <li>i. Intersystem within OCP <ul style="list-style-type: none"> <li>• Ensure CC information is provided to all other OCP committees.</li> <li>• Collaborate within OCP and the community.</li> <li>• Identify groups CC currently interacts with in the community</li> </ul> </li> <li>ii. Collaborating with MIS <ul style="list-style-type: none"> <li>• MIS have not met since October due to the school board not being on board.</li> <li>• CC is recommending a meeting with MIS to discuss CC MIS issues.</li> </ul> </li>   <li>• What Communities should be targeted &amp; how do we define community.</li>   <li>• Gustavo and Beverly stated the Children's System meeting would be a good venue to target.</li> </ul>	<p>Governance Board meeting will be held on March 19<sup>th</sup> At 4:00 p.m. at the Health Department. Silvia will add the definitions to the packets under the CC section. For the Governance Board review.</p> <p>Members will strategize to keep CC out in the community on a month to month basis. Make an effort to keep each committee informed on related issues of each group. Veronica will connect with Social Marketing Group to speak about a possible collaborative effort in regards to the \$88,000. Issue papers must be prepared by March 30<sup>th</sup>. Budget committee will meet in April.</p> <p><b>Gustavo will speak to Matt about coordinating a meeting between CC and MIS to discuss the data collection pieces.</b></p> <p>Delores defined communities as Health, Education, Business, Mental Health and Substance abuse.</p> <p>Gustavo and Beverly attend the Children System's monthly meeting and are presently on one of the committees. The Children's System target primary health. The school system, welfare, DJJ, there's a network of communities represented in one location on a monthly basis.</p>

AGENDA ITEM	DISCUSSION	ACTION
<b>NOTES:</b>		<b>FOLLOW-UP:</b>
<b>Item # 4</b> IV. Community Outreach Presentation	<ul style="list-style-type: none"> <li>• Gustavo's Presentation               <ul style="list-style-type: none"> <li>➤ Handout: System of Care Liaison Matrix</li> <li>➤ Gap: Lack of information on how to engage children's mental health.</li> <li>➤ Outcome: Translation of information, education of resources,</li> <li>➤ Presence in the community.</li> </ul> </li> </ul>	Gustavo explains what, One Community Partnership's goal is. He presents social marketing materials to the communities and discusses new programs that are coming up for example FISH, the collaboration with Our Children our Future. Our Children our Future collaborated with the Mental Health Association and formed the FISH groups in South Broward so parents receive bilingual advocacy and educates the community on resources available.
<b>NOTES:</b>		<b>FOLLOW-UP:</b>

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<p><b>Item # 5</b> V. Review of Sustainability Plan &amp; Dashboards</p>	<ul style="list-style-type: none"> <li>• Monthly dashboards were reviewed.</li>   <li>• Members are working on revising the wording and the language for the action steps. <ul style="list-style-type: none"> <li>1. Create data for monitoring tool: meeting has not been scheduled due to conflicts.</li> <li>2. Evaluate integration of standards and principles within system of care program: Review WA curriculum by Sept. 07</li> </ul> </li> </ul>	<p>Silvia will revise the dashboards monthly and provide a new copy at the next meeting.</p> <p>Workgroup to continue working on revisions. The current dashboard will be presented at the upcoming Governance Board as is. Revisions will be made thereafter and the dashboard updated.</p> <p>Mike and Karen will give Silvia their schedules for March. Silvia will schedule a date for the meeting.</p> <p>Members are in the process of clarifying the meaning of action step 2.</p>
<p><b>NOTES:</b></p>		<p><b>FOLLOW-UP:</b></p>

AGENDA ITEM	DISCUSSION	ACTION
<p><b>Item # 6</b>  VI. Discussion re: Scope and Tasks of Subcommittees</p>	<ul style="list-style-type: none"> <li>a. Governance &amp; Administration <ul style="list-style-type: none"> <li>• Identifying and adopting the CC definition for approval.</li> <li>• Discussion on defining the term “championing the plan.”</li> </ul> </li> <li>b. Training &amp; Education <ul style="list-style-type: none"> <li>• In April there are five scheduled C.A.R.E.S. 101 workshops.</li> <li>• In May there are three scheduled C.A.R.E.S 201 workshops.</li> <li>• Evaluate trainings.</li> </ul> </li> <li>c. CC Standards Systems Integration <ul style="list-style-type: none"> <li>• Sednet and System meeting; Report on CC in the community</li> <li>• Work on the standards.</li> <li>• Evaluate what agency’s have CC plans</li> </ul> </li> <li>d. Data &amp; Information Management <ul style="list-style-type: none"> <li>i. Monitoring <ul style="list-style-type: none"> <li>• Schedule monitoring meeting before next CC meeting.</li> </ul> </li> </ul> </li> <li>e. Community Collaboration <ul style="list-style-type: none"> <li>• Two meetings scheduled for the month</li> </ul> </li> <li>f. System Coordination <ul style="list-style-type: none"> <li>• Deferred</li> </ul> </li> </ul>	<p>Delores will be the facilitator at both 101 AND 201 C.A.R.E.S. workshops. The trainings are targeted for service providers, direct line staff, supervisors and administrators. Flyers will be distributed to Sednet and Systems training. Linda will gather data on who’s attending the trainings, put together a draft of questions and email to Paulet, Delores, Veronica and Silvia. Veronica will contact SedNet Providers to identify current status of their CC plans and report on CC at the upcoming meeting.</p> <p>Workgroup members will begin working on review and prioritization of CC standards in April.</p> <p>Sue and Gustavo will present CC information at the upcoming Systems meeting.</p>

<p><b>Item # 7</b> VII. Budget Issues</p>	<ul style="list-style-type: none"> <li>• Budget committee will meet in April.</li> <li>• \$ 88,000 Rollover Proposal             <ol style="list-style-type: none"> <li>1. Launch CC into the community on a broader approach to reach a larger perspective in the community.</li> <li>2. Discussion on 211. Workgroups are having conversations on building the infrastructure for 211 and the behavioral health system.</li> </ol> </li> </ul>	<p>Paulet will call Cindy to discuss launching CC into the community, by having a workshop or seminar. CC will collaborate with Social Marketing.</p> <p>Paulet and Silvia make up a subcommittee On 211. They will send out emails to the members of CC inquiring about 211. Upon comments returned by members a decision will be made whether to submit a proposal.</p>
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<p><b>Item # 8</b>  <b>VIII. Additional Items</b></p>	<p>a. Monitoring Elements Subcommittee Meeting</p> <ul style="list-style-type: none"> <li>• Reschedule by the next CC meeting</li> </ul> <p>b. Update re: Call for Presentations Proposal Submission</p> <ul style="list-style-type: none"> <li>• Submitted the proposal for a presentation to the Research Conference in Portland Oregon on May 31<sup>st</sup>. the final decision was to be made on 2/16/07</li> </ul> <p>c. Community Coaching Model-Discussion at 04-12-07</p> <ul style="list-style-type: none"> <li>• Julie Radlauer to attend next CC meeting for discussion on implementation of community coaching model as a part of the county fidelity coaching initiative.</li> </ul>	<p>Silvia will send an email inquiring about the final decision of the proposal.</p>
<p><b>Item # 9</b>  <b>IX.</b>  <b>Adjournment</b></p>	<p>Meeting adjourn at 4:45 p.m.</p>	<p>Next Cultural Competence meeting is April 12<sup>th</sup>,2007 at 3:00 p.m. at One Community Partnership.</p>