



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

Present: Paulet Green, Gustavo Vilchez, Beverly Wilkinson, Veronica James, Stefanie Pidal, Tamara Moore, Michael Elwell, Scott Silverman
Staff: Silvia McShan

AGENDA ITEM	DISCUSSION	ACTION
Item # 1 I. Welcome and Introductions	The workgroup was welcomed and introductions were made.	
Item # 2 II. Approval of minutes	Minutes were reviewed and approved by the committee.	Minutes approved.

AGENDA ITEM	DISCUSSION	ACTION
<p>Item # 3 III. Chair's Comments</p> <ul style="list-style-type: none"> a. Governance Board Approval of CC Plan b. Next Steps 	<ul style="list-style-type: none"> i. CC Definition: <ul style="list-style-type: none"> • Plan was approved. • Approving CC Definition: <ul style="list-style-type: none"> ➤ The group reviewed four definitions and chose The Children's Strategic Plans of Broward County. ➤ Presented to the group a working Operational everyday activity purpose definition ii. Key Stakeholders Championing the Plan <ul style="list-style-type: none"> • The Key Stake holders will now champion the plan • Begin conversations with the Governance Board concerning what the term means written in the plan. 	<p>Prior to the next Governance Board meeting send an email with the two definitions asking them to review and provide comments.</p>
<p>NOTES:</p>		<p>FOLLOW-UP:</p>

AGENDA ITEM	DISCUSSION	ACTION
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Item # 4
 IV. Review of Sustainability Plan & Dashboards

- Silvia handed out the monthly dashboards
- Member's outlined and updated all action plans.
- All of the objectives are from the sustainability plan.

Silvia will revise the dashboard and provide a new copy at the next meeting.

NOTES:

FOLLOW-UP:

AGENDA ITEM	DISCUSSION	ACTION
<p>Item # 5 V. Discussion re: Scope and Tasks of Subcommittees</p>	<ul style="list-style-type: none"> a. Governance & Administration <ul style="list-style-type: none"> • Identifying and adopting the CC Definition • Defining what Key Stakeholders driving and championing the plan means. b. Training and Education <ul style="list-style-type: none"> • Developing CC monitoring tool • Look at other CC trainings that are offered. • Identifying other supplementary trainings c. CC Standards System Integration <ul style="list-style-type: none"> • Identify behavioral health providers who have C.C. plans. Review plans, identify if standards line up with the plan. • Review monthly to move towards achieving the goals. Map out steps to where we need to go. d. Data & Information Management <ol style="list-style-type: none"> 1. Establishing the data elements. 2. Initiate meetings with MIS to start talking about data systems. There's a collaborative agreement that was signed by Sednet providers that's already in place. e. Community Collaborations <ol style="list-style-type: none"> 1. Extend competent marketing materials to the Hispanic, Portuguese and Creole ethnic groups. 2. Contact CSAD,CCB, CSC and North Broward Hospital District to identify what they're doing with C.C. f. System Coordination this piece was deferred until next meeting. 	<p>Veronica will make contact with behavioral health providers, identify who has CC plans and get copies. Paulet recommended a conference to introduce CC into the community. Youth Summit April 18th, some of the members of the workgroup were not aware of the upcoming summit. They were added to the distribution list.</p> <p>CSC to send out information about community collaboration to the groups.</p>

AGENDA ITEM	DISCUSSION	ACTION
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NOTES:		FOLLOW-UP:
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<p>Item # 6 VI. Budget Issues</p>	<p>Mike:</p> <ul style="list-style-type: none"> • Budget is as following: 1st year one million 2nd year million and a half. 3rd year 2 million 4th year million and a half 5th year million. • When money is not spent, it is held and called carry forward money which we had for the 1st four years. Some of it was used and some we are using now. We've been spending at top levels in years 4 & 5 due to service contracts. • Currently we have not dedicated \$88,000 • A format will be taken to the Governance Board in March. • Any request for expenditure must be accompanied by a clear determination on budget, it has to be related to OCP and must be spent before the fiscal year ends. • Must be prepared to spend money by January 1st,2008. 	<p>Scott will put together a standard format with recommendations from the committees to give to the Governance Board in March.</p> <p>May 21st meeting issue papers must be in by March 30th.</p>
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AGENDA ITEM	DISCUSSION	ACTION
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<p>Item # 7 VII. Additional Items</p>	<p>a. Monitoring Elements Subcommittee Meeting scheduled for 2/1/07</p> <ul style="list-style-type: none"> • Subcommittee meeting Nova 2/1/07 How to monitor CC Elements within contracts. <p>b. Update re: Call for Presentations Proposal Submission Meetings. Submitted a proposal for a presentation to the Research Conference in Portland on May 31st. The final decision will be by 2/16/07.</p> <p>c. 03-08-07 Community Outreach Presentation</p> <ul style="list-style-type: none"> • Gustavo will do a presentation on 3/08/07 on community outreach. 	
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AGENDA ITEM	DISCUSSION	ACTION
<p>Item # 8 VIII. Adjournment</p>	<p>Meeting adjourn at 4:05 p.m.</p>	<p>Next Cultural Competence meeting is March 8, 2007 3:00 p.m. at One Community Partnership.</p>