

**Cultural and Ethnic Communities Leadership Council (CECLC) Meeting Minutes**  
**March 21, 2014 from 11:30 until 4:00, Wilder Foundation**  
<http://www.dhs.state.mn.us/CulturalEthnicLeadershipCouncil>

**Members Present:** Yende Anderson, Titilayo Bediako, Pamela Cosby, Sarita Ennis, LaRone Greer, Dave Haley, Kamaludin Hassan, Paula Haywood, Rev. Janet Johnson, Pa H. Lor, Vayong Moua, Bauz Nengchu, Kamala Puram, Hassan Samantar, Maria Sarabia, Saciido Shaie, LaJuana Whitmore, Pahoua Yang.

**Members Absent:** Rep. Jim Abeler, Sen. Michelle Benson, Mitchell Davis Jr., Hector Garcia, Jose Gonzalez, Muriel Gubasta, Sia Her, Annamarie Hill, Ann Hill, Rep. Tom Huntley, Rep. Tina Lieblich, Sen. Tony Lourey, Rep. Tara Mack, Anna Mazig, Edward McDonald, Nathan Moracco, Sen. Julie Rosen, sen. Kathy Sheran.

**Guests:** Brian Balk, DHS, Louise Steinberg, U of MN/School of Public Health, Constance Tuck, Chief Equity Officer/DHS

**Guest Speaker:** Marisa Hinnenkamp Director of County Social Services Performance Measurement, - DHS

**DHS Staff:** Antonia Wilcoxon, Denise Flock.

**1. Welcome, Introductions, Opening**

Pam Cosby brought the meeting to order. Members introduced themselves. Guests introduced themselves.

**2. Review Proposed Agenda, Approval**

Paula Haywood made a motion to approve the agenda as presented. LaRone Greer seconded the motion. Vote to approve the agenda passed.

**3. Review of Minutes – February 21 meeting**

The meeting minutes from February were provided. David Haley made a motion to approve the February meeting minutes. Rev. Janet Johnson seconded the motion. No discussion. Motion passed unanimously.

**4. Action Plan - What is the objective of the committee**

To form an action plan. The commissioner wants some concrete suggestions. The new legislative session starts early fall and we would like input and feedback. This group may develop items that deserve a policy separate from DHS. There will be some items on the plan that DHS cannot do alone, there will be a need to partner with others. The CECLC and DHS can utilize each other to come up with an action plan and use resources within each group to help each other.

We need to complete this process ASAP. Within this next quarter of this year – late spring, early summer, we should have decided on actions – what do we want to see happen. We need to have an idea of what the results will look like; what indicators do we look for to mark our progress.

We want to make sure people know what our goals are.

We will be forming subgroups for each objective found in the Action Plan. Goal is to focus attention on the bullet points and come up with defined steps/activities. Refer to the packet of information sent; “Results-Based Accountability Producing Measurable Improvements for Customers and Communities”.

5. **Action Plan Review of Objective 4 and 5:** Please make sure everyone has a copy of the Action Plan at the next meeting for easy access and review. It should be located in your binder that you bring to every meeting. Otherwise it can be printed from the CECLC website.

- a. **Objective 4 – CULTURAL AND LINGUISTIC COMPETENCY**

First bullet point read: No comments or questions

Second bullet point read: **Take CLAS out of the Departments of Health and Human Services alone. Recommended practices for hospitals and expands outside of hospitals. Cultural tailoring. Not only translating but making sure it makes sense with the cultural context. Not only language but culture. Facilities should make efforts to make sure persons are attended to even if language is a barrier.**

Third bullet point read: No comments or questions

Fourth bullet point read: Comments – make sure that the responsibility of cultural competency is not just direct contact. The health worker and the CEO and people “behind the scenes” should also be included in cultural competency. It is the organization as a whole not just a nurse or a physician. Professional development need to include- accountability. Medical doctors in training for example. There is no cultural aspect in any of their training. It should start there, not after the fact when they are already working.

- b. **Objective 5 – RESEARCH AND EVALUATION**

First bullet point read: “Evaluation outcomes” – what does that mean? Measurable – how are we going to evaluate outcome? Maybe we want to be more specific. In relationship to what we are talking about. Specific outcomes, not everything as a whole. Relative to particular topics. How will we word that? This can be discussed within the small group assigned to Research and Evaluation.

Second bullet point read: Front line staff are not being trained to know what the different cultures need or to even identify the different cultures. **Bullet Two Revision: Educate the public to be race and culturally respectful.** Small group will work on this. Also, look at the process of collection as well as what is collected.

Third bullet point read: **Bullet Three Revision: Change “import” to “importance”.**

Fourth bullet point read: Mixed Methods: Qualitative and quantitative methods: use both the numbers, but also include the narrative.

Fifth bullet point read: Who will collect and analyze data? DHS only or others? Groups should determine who will collect data and analyze. What are the barriers in collecting the data that we need?

6. **Guest speaker** – Marisa Hinnenkamp from DHS: Speaking on Human Services Performance Measurement and the current work they are doing to improve county performance and accountability.
7. **Formation of Small Groups/Objectives assigned:** Small groups will develop the language and when we get together in large group each small group will present their decisions/actions.

- **Objective/Group 1: Awareness** – Pa H. Lor, Rev. Janet Johnson, Brian Balk (guest)
- **Objective/Group 2: Leadership** – Pam Cosby, Dave Haley, Maria Sarabia, Titilayo Bediako, Vayong Moua
- **Objective/Group 3: Community Health & Health System Experience** – LaRone Greer, Kamaludin Hassan, Pahoua Yang, Saciido Shaie, Sarita Ennis
- **Objective/Group 4: Cultural and Linguistic Competency** – Hassan Samantar, Yende Anderson
- **Objective/Group 5: Research and Evaluation** – Bauz Nengchu, Paula Haywood, LaJuana Whitmore, Kamala Puram

Those members not placed in groups yet will be able to do so at the next meeting.

Each small group will report in large group what they have been talking about.

Budget?? – Is there going to be a cost for anything. Action plans usually do involve a budget. Can we go back to the Commissioner and indicate we will need a budget.

8. **Public Comment** – Make sure we put at the end of the agenda about 15 minutes to have open floor talk time.

Marisa Hinnenkamp came in and talked today about how within DHS they are setting up a group to work on their project of improving performance to those they serve. This is a good example of what CECLC is working on; who are they hiring for this group? Are they culturally competent?

Is there any way to know who is coming to speak so there can be some preparation for possible questions/comments.

Try to pull the Dept. of Education's involvement to increase awareness. Maybe something can be built into curriculum. Many young people unfamiliar with culture. Easier to mold our children.

9. **Adjournment** - Titilayo Bediako made a motion to adjourn the meeting. Dave Haley seconded the motion. Council voted to approve adjournment. Meeting was adjourned at approximately 2:10pm.

**Next meeting April 25, 2014 \*\* Note change in date!!!! This change is due to Good Friday of Holy Week falling on the original scheduled date of April 18, 2014.**

**The room at the Wilder Foundation has been reserved for the entire day on April 18 if any groups want to meet before or after. You can contact Pahoua Yang at [Pahoua.yang@wilder.org](mailto:Pahoua.yang@wilder.org) if you want additional information on room reservation.**