

# Cultural and Ethnic Communities Leadership Council

## MINUTES

JANUARY 15, 2016

11:30 A.M. – 2:00 P.M.

WILDER FOUNDATION

<b>COUNCIL CHAIR</b>	Vayong Moua
<b>ACTING CHAIR IN COUNCIL CHAIR'S ABSENCE</b>	Titilayo Bediako
<b>TYPE OF MEETING</b>	Regular monthly
<b>NOTE TAKER</b>	Dawn Duffy
<b>ATTENDEES</b>	Anne Barry, Titilayo Bediako, Michael Birchard, Patricia Brady, Mitchell Davis Jr., LaRone Greer, Babette Jamison (via phone), Pa H. Lor, Susie Nanney, Brendabell Njee, Adesola Oni, Maria Sarabia, Saciido Shaie, Nyagatare Valens, Steve Yang
<b>NOT IN ATTENDANCE</b>	Annastacia Belladonna, Sen. Michelle Benson, Tiki Brown, Beverly Bushyhead, Rep. Matt Dean, Tenzin Dolkar, Jill Kehaulani Esch, Muriel Gubasta, Dave Haley, Kamaludin Hassan, Sen. Jeff Hayden, Sia Her, Ann Hill, Rev. Janet Johnson, Rep. Tina Liebling, Rep. Diane Loeffler, Sen. Tony Lourey, Rep. Tara Mack, Chelsea Magadance, Anna Mazig, Edward McDonald, Rep. Rena Moran, Vayong Moua, Rep. Joe Mullery, , Bauz Nengchu, Sen. Julie Rosen, Sen. Kathy Sheran, Aaron Wittnebel, Pahoua Yang
<b>DHS STAFF</b>	Rong Cao, Jay Colond, Reginald Cook, Dawn Duffy, Huda Farah, Sean Tolefree
<b>SPECIAL GUEST PRESENTERS:</b>	Lauren Hunter
<b>PUBLIC:</b>	Carol Priest (via phone), Sida Ly-Xiong (MDH)

## Agenda topics

**15 MINUTES**

**WELCOME**

**TITILAYO BEDIAKO**

<b>DISCUSSION</b>		
	Titilayo Bediako, substituting for Vayong Moua, welcomed the group. Council members and guests introduced themselves.	
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**1 MINUTE**

**REVIEW AND APPROVE MINUTES FROM DECEMBER'S MEETING**

**TITILAYO BEDIAKO**

<b>DISCUSSION</b>		
<b>MOTION TO APPROVE:</b>	Mitchell Davis, Jr.	
<b>MOTION 2<sup>ND</sup>:</b>	Susie Nanney	

**1 MINUTE**

**REVIEW AND APPROVE AGENDA FOR JANUARY'S MEETING**

**TITILAYO BEDIAKO**

<b>DISCUSSION</b>		

<b>MOTION TO APPROVE:</b>	Susie Nanney
<b>MOTION 2<sup>ND</sup>:</b>	Saciido Shaie

**1 MINUTE**

**REVIEW AND APPROVE BYLAWS**

**TITILAYO BEDIAKO**

<b>DISCUSSION</b>		
There was a language change that includes meeting attendance of eight out of 12 months.		
<b>MOTION TO APPROVE:</b>	Saciido Shaie	
<b>MOTION 2<sup>ND</sup>:</b>	Mitchell Davis, Jr.	

**30 MINUTES**

**DHS EQUITY INITIATIVE**

**ANNE BARRY**

<b>DISCUSSION</b>		
<p>Anne Barry provided an update on the DHS Equity Initiative.</p> <ul style="list-style-type: none"> <li>• There was an added section on "Approach." As she explained, at some times, we may treat some people differently. In other words, we need to "meet people where they are." Equity does not mean equality.</li> <li>• There are eight activities listed in "Upcoming Milestones." Activity 1 about the DHS Equity Policy is moving along, but it takes work. If you are interested in helping with this work, let Anne and she will inform the chairs of your interest.</li> <li>• Mitchell Davis inquired about the American Indian dashboard. Anne said it can be seen and it already has been presented. Feedback was to work with the tribes and communities more on it. The next dashboard is health outcomes for African Americans.</li> <li>• Susie Nanney cautioned the team to be careful and to not silo. Some of the Upcoming Milestones activities can be congruent. Anne mentioned that the work group said the same thing.</li> <li>• Dr. Susie Nanney is interested in the data analysis task force</li> <li>• Reginald Cook was identified as coordinating the contracts project</li> </ul> <p>Anne then talked about the manner in which DHS communicates with the people they serve. Examples of client notices were distributed to the council members. She clarified that the DHS Communications staff we met (Katie Bauer) worked with outward-facing media relations. A different team of communicators works on client communications.</p> <ul style="list-style-type: none"> <li>• Patricia Brady inquired if these writers have had racial equity training and Anne responded that they probably have not and added that this is why it is important for the council to take part in this collaborative work.</li> <li>• Sean Tolefree pointed out that one of the communications, which was distributed via USPS (by federal statute), was dated Dec. 24 (which was a Thurs. before the Christmas holiday).</li> <li>• Michael Birchard asked and Maria Sarabia confirmed that clients have 30 days to respond. Maria added that DHS does not have to wait to make changes, however. Anne said system navigators would be good to have in the process because we want to be deliberate about when we make changes and we want the navigators to be knowledgeable and helpful. Maria added that July 2016 and Jan. 2017 would be two good times to make recommendations to the commissioner</li> <li>• Patricia Brady asked by navigators are needed instead of fixing the system? She recommended asking the community to help us, instead of using technical people. Patricia said she puts her staff through equity training.</li> <li>• Nyagatare Valens asked if the communications process can be improved</li> <li>• Dr. Susie Nanney asked if DHS could use a communication template</li> <li>• Titilayo asked Anne what she needs from the Council and Anne asked for recommendations. Nyagatare suggested Lean Kaisen or a continuous improvement process. Susie Nanney suggested hiring outside graphic designers to create a template that is more appealing and easier to use.</li> <li>• The council generally requested follow up. Antonia said she will follow up on this topic.</li> </ul>		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>

**10 MINUTES**

**STRATEGIC PLAN REVIEW**

**ANTONIA WILCOXON**

DISCUSSION		
<p>The Council needs to assign tasks for the Work Plan for Priority Action Items/CECLC Strategic Planning and Budget Proposal. As example, the council needs an identity (not a DHS identity) and logo.</p> <p>Antonia has meet with three DHS assistant commissioners, pre and post surveys re: authentic community engagement have been completed, and findings have been captured.</p> <p>The Bush Foundation grant, as example, funds trainings for DHS employees. Several other members of the community were invited, too (like Saciido Shaie).</p> <p>Brendabell Njee requested background on the CECLC training process</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

35 MINUTES

DHS HUMAN RESOURCES STRATEGIC PLAN

LAUREN HUNTER, DIVERSITY RECRUITER

DISCUSSION		
<p>Lauren Hunter presented a two-year strategic plan for a diverse workforce, which focuses on the following three goals and eight strategies:</p> <ol style="list-style-type: none"> <li>1. workforce diversity               <ol style="list-style-type: none"> <li>i. Implement strategic and targeted diversity hiring initiatives</li> <li>ii. Implement hiring initiatives for diverse high school- and college-level students</li> <li>iii. Utilize social media to re-brand DHS</li> <li>iv. Enhance visibility in the communities DHS serves</li> </ol> </li> <li>2. Retention               <ol style="list-style-type: none"> <li>i. Develop “diversity friendly” culture</li> <li>ii. Engage and partner with agency employee resource groups (ERGs) to boost recruiting efforts</li> <li>iii. Launch diversity recruiting subcommittee</li> </ol> </li> <li>3. measurement (sustainability)               <ol style="list-style-type: none"> <li>i. Implement diversity recruitment and retention measurements <b>to sustain efforts.</b></li> </ol> </li> </ol> <p>The annual budget is \$5,000. Limited by this, priorities need to be made.</p> <p>Lauren said that, once we build relationships with schools, we can let them know what we are looking for. This isn’t about training, it’s about building relationships. A goal would be to eventually hire from these groups.</p> <p>Saciido Shaie requested to make online applications easier and gave an example of her husband not being able to get an interview at DHS. The online application needs to support more languages. Sean Tolefree responded that this is an example of what the ESL piece is trying to work on - to know how to reach people and work on how we are interpreting what they are saying to us. He also added that DHS acknowledges we need to figure out how to work with a state-wide system (it not just a system with DHS).</p> <p>Susie Nanney asked, if we can't change the system, what can we do to make it easier? How about a section on the selection committee (re: hiring, recruitment). Also, the LGBT community? Gender neutral bathrooms? Retention with mentorship and a promotion mentor (they do this at the UofM)?</p> <p>Nyagatare Valens believes the budget is too small. Patricia Brady added that she hopes there are additional staff working on this and that this is well resourced. A budget of \$5,000 is inadequate to her. It might be helpful to know what the business areas need in skill sets down the road, as well as prepare the DHS culture to accept people of color in leadership roles.</p> <p>Michael Birchard said it is good to have both internal and external focus. DHS needs to visit leaders of communities, i.e., recognizing the American Indian populations more.</p> <p>Steve Yang added that, what is missing in DHS job postings is “why DHS?,” such as benefits and tuition reimbursement. DHS needs to sell themselves better than they have in the past.</p> <p>Anne Barry brought up that the Bush Foundation Grant survey results show that the community doesn’t trust us. We need to determine what we need to do as an agency to get people to want to work with us. Sean Tolefree said one thing we are doing is getting senior management approval for extended timelines on position openings to see if that makes a change in who applies to DHS.</p>		

Huda Farah said DHS needs to be intentional and methodical. A lot of people are hired as interns. Their technical training is essential. We need to make sure our employees have mentoring on an agency-wide basis. If the talent pipeline is biased, transition and succession will also be biased.

Sean Tolefree added that some other things they are doing are taking an in-depth look at minimal requirements for positions (i.e., can experience be substituted?) and sending links of postings to churches. The DHS projection is two years out re: affirmative action activities.

Sean Tolefree noted that DHS has expanded the posting period.

LaRone Greer said that DHS HR needs to take responsibility for recruitment. The pool of people are applying, but they just aren't getting the jobs.

Lauren concluded that this program was rolled out in December 2015, so it is still new.

The council extended a standing invitation to Lauren Hunter.

**MOTION TO APPROVE:**

**MOTION 2<sup>ND</sup>:**

**5 MINUTES**

**2016 LEGISLATIVE REPORT**

**ANTONIA WILCOXON**

**DISCUSSION**

A legislative report is required from the council each year, including the works done with DHS and the community. This will be the council's third report. It is due Feb. 15. Antonia asked if there were any comments to the draft members were sent earlier. Council members will receive a final version of the report. The council appreciates a separate logo to reinforce its independent credibility.

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**20 MINUTES**

**COMMUNITY ANNOUNCEMENTS**

**VARIOUS SPEAKERS**

**DISCUSSION**

Huda Farah – There will be a Health Equity Leadership Institute. A planning committee will meet five times (Feb-April 2016).

Patricia Brady – The Government Alliance of Racial Equity is partnering with the League of Cities to have year-long event training. She has pulled together a 12 people for a Minnesota cohort. Two days each quarter, they have readings and homework). There also is a National cohort. This covers 56 hours over the course of the year. Antonia Wilcoxon added that we were a part of the kick-off program two years ago.

Antonia Wilcoxon – In Jan. 2015, a number of council members participated in a three-day workshop w/ Dr. Sam Myers about policy language. This year, March 15-18, will have another training. Antonia passed around a sheet for interested people to sign up. It will be four days of work plus one day of presentations. Titilayo Bediako expressed concern that attendees may face loss of income when attending a multi-day training.

LaRone Greer – The Child Protection Workforce report is out.

Maria Sarabia – The Minnesota Health Care Financing task force is meeting. There are 33 different recommendations being voted on this afternoon. Maria will keep the council posted.

**ACTION ITEMS**

**PERSON RESPONSIBLE**

**DEADLINE**

**1 MINUTE**

**ADJOURN**

**TITILAYO BEDIAKO**

<b>DISCUSSION</b>			
The meeting closed at 2:00 p.m.			
<b>MOTION TO APPROVE:</b>			
<b>MOTION 2<sup>ND</sup>:</b>			