



Commission on Improving the Status of Children in Indiana

Committee/Task Force:	Equity, Inclusion, and Cultural Competence Committee		
Date of Meeting: (MM/DD/YYYY)	11/12/2019	Time:	1:00pm- 3:00pm
Minutes Prepared By:	Brittany Simmons	Location:	Indiana Minority Health Coalition, 3737 N. Meridian St. Suite 300, Indianapolis, IN 46208
1. Meeting Objective(s)			
2. Standing Members			
Name	Organization	In Attendance (x indicates present)	
Kenneth Allen	Indiana Youth Services Association		
Rhonda Bayless	Centers of Wellness for Urban Women		
Yalonda Brown	Indiana Youth Institute		
Kristan Sievers-Coffer	Indiana Department of Education		
Brenda Graves-Croom	FSSA: Division of Mental Health and Addiction	X	
Valerie Davidson	Meridian Diversity Consulting, LLC		
Jill English	Child Advocates	X	
Elonda Ervin	Indiana State University		
Carol Franklin	Phoenix Family and Community Services		
Stephen Gill	United Way- System of Care		
Timike Jones	Indiana Coalition Against Domestic Violence	X	
Esther Lewis			
Whitney McKim	Ireland Home Based Services		
Chris Paulsen	Indiana Youth Group	X	
Shirley Payne	Indiana State Department of Health	X	
Lun Pieper	Indiana Office of Court Services		
Adam Pitt	Indiana Department of Education		
Josh Riddick	Central Indiana Community Foundation		
Calvin Roberson	Indiana Minority Health Coalition	X	
Mark Russell	Indianapolis Urban League	X	
Dolly Serrant	Indiana Commission on Hispanic/Latino Affairs		
Dennine Smith	Indiana State Department of Health		
Jessica Strong	Hamilton Center	X	
Tashi Teuschler	Indiana Office of Court Services	X	
Latrece Thompson	Indiana Department of Child Services	X	
Adrian Warren	Radio One Indianapolis	X	
Julie Whitman	Commission on Improving the Status of Children	X	

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3. Staff/Guests			
Name		Organization	
N/A			
4. Updates/Old Business			
Topic	Main Points		Recommendations/Decisions
5. New Business/Presentations			
Topic	Main Points		Recommendations/Decisions
Welcome and Introductions	<ul style="list-style-type: none">Group introduced themselves		None
Review of October 2019 Meeting Minutes	<ul style="list-style-type: none">Minutes were approved with no corrections noted		None
Teams Check In	<ul style="list-style-type: none">Checked in with Committee to identify any issues or feedback on Teams since the training<ul style="list-style-type: none">One issue was identified regarding the same document being saved multiple times- I do not recall the context of this and do not see anywhere where multiple documents are saved multiple times		

<p>Sub-Committee Report Outs and Discussion</p>	<p>Common Language:</p> <ul style="list-style-type: none">• Group looked at updated draft of the 2 pager- incorporated feedback from October meeting and suggestions that Julie made• If there are any additional suggestions, send those to Timike Jones• In order to present to Commission in December, Julie needs the final version at least 1 week before the meeting (2 weeks would be preferred)• We discussed being strategic in our recommendations and discussed that the draft will be presented in December and allow the Commission to provide feedback; Brenda will present, as Tashi is not available to attend in December; Timike will attend with Brenda; encouraged other members of the Committee to attend the Commission meeting if available• At the February Commission meeting, we will ask for a vote to approve the document after all recommendations have been incorporated• Prior to the voting process, Julie will work with IOCS Communications to format the document• Next steps:<ul style="list-style-type: none">○ Schedule sub-committee meeting○ Research for examples of dictionaries to use as reference○ Begin working on the dictionary of common language <p>Framework:</p> <ul style="list-style-type: none">• Group did not meet in October• Had a meeting regarding what data is available across state agencies. There is no standardized data collection around demographic data• There was some discussion about identifying and defining data points for consistency across agencies and so that we are able to look at data<ul style="list-style-type: none">○ Outcome versus process data○ Including rates and percentages and raw numbers in order to analyze the data in a meaningful way and to make sure we are comparing the same data	
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	<ul style="list-style-type: none"> ○ Discussed the importance of self report data • Brenda also discussed the conceptual framework idea and the sub-committee will work on creating a basic visualization that include variables that contribute to disparities and possible solutions • The sub-committee will be meeting on the 4th Friday in November <p>Curriculum:</p> <ul style="list-style-type: none"> • Group met on 11/1/19 and have another meeting scheduled for 11/27/19 at 11am • The group is working on gathering resources in an Excel spreadsheet and scoring those resources to identify the top 10 highest scoring to share with the Committee in January • The group is working to include the terms being discussed in the Common Language and Framework sub-committees to ensure consistency • Sub-committee will be scheduling and sending out meeting invites for the next year of meetings 		
Chair Update	<ul style="list-style-type: none"> • Brenda shared with the group that she is resigning from the co-chair role, but will be participating as a member of the Committee • There was discussion with the group about self-nominations and about any recommendations they may have of people outside of the Committee <ul style="list-style-type: none"> ○ Goal would be someone who is passionate about the work • A few Committee members indicated they may have some recommendations and were asked to submit those to Julie, Tashi, Brenda or Brittany • Group was also informed that the Commission has to approve the nomination as co-chair 		
Updates from Commission	<ul style="list-style-type: none"> • No updates provided 		

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6. Action Items (Include recommendations/queries for Executive Committee)					
Action		Responsibility		Due Date	
Update Common Language document for January Committee meeting and to Julie at least one week prior to Commission meeting (preferred 2 weeks)		Common Language Sub-Committee		12/4/2019	
Present top 10 scoring resources identified by Curriculum sub-committee		Curriculum Sub-Committee		1/14/2020	
Develop conceptual outline and framework visual for Committee review		Framework Sub-Committee		1/14/2020	
Upload agenda and meeting minutes prior to Committee meetings		Brittany		1/14/2020	
Update Strategic Plan Tracker Document		Sub-Committees		Prior to all Committee Meetings	
7. Adjournment					
Action				Time	
Adjourn				2:00pm	
8. Next Meeting					
Date: (MM/DD/YYYY)	January 14, 2020	Time:	1:00pm- 3:00pm	Location:	Indiana Minority Health Coalition, 3737 N. Meridian St. Suite 300, Indianapolis, IN 46208
Topics/Objective(s):					