



# Commission on Improving the Status of Children in Indiana

<b>Committee/Task Force:</b>	Equity, Inclusion, and Cultural Competence Committee		
<b>Date of Meeting:</b> (MM/DD/YYYY)	1/14/2020	<b>Time:</b>	1:00pm- 3:00pm
<b>Minutes Prepared By:</b>	Brittany Simmons	<b>Location:</b>	Indiana Minority Health Coalition, 3737 N. Meridian St. Suite 300, Indianapolis, IN 46208
1. Meeting Objective(s)			
2. Standing Members			
<b>Name</b>	<b>Organization</b>	<b>In Attendance</b> (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		
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		
Adrian Warren	Radio One Indianapolis		
Julie Whitman	Commission on Improving the Status of Children	X	

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3. Staff/Guests

Name	Organization
Adedoyin Adeniyi	IMHC intern

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"> <li>Group introduced themselves</li> </ul>	None
Review of November 2019 Meeting Minutes	<ul style="list-style-type: none"> <li>Minutes were approved with no corrections noted</li> </ul>	None

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Update on Co-Chair	<ul style="list-style-type: none"> <li>• Group was informed that Jill English- Child Advocates- will be the new co-chair of the Committee. The appointment was made official at 12/19/19 Commission meeting.</li> <li>• Group also discussed membership <ul style="list-style-type: none"> <li>○ When this group initially formed, members were told it was a 6-month short term group- then group determined that it would be an annual group, and now it is an on-going committee</li> <li>○ Brenda, the previous Co-Chair reviewed membership and reached out to those not attending the first few months of meetings and they had agreed at that time to continue</li> <li>○ It was discussed by the group to ask the Commissioners to let folks know why it is important to participate</li> <li>○ There was also discussed to consider a new structure (steering committee, workgroups/committee groups)- it was proposed that if we meet less, we may get more participation</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Look at email list and membership list and compare to what is on the Commission's website as members-</li> <li>• Group decision was to find out what level they want to be engaged- review documents, etc.- to what level can they contribute</li> </ul>	
Teams Check-In	<ul style="list-style-type: none"> <li>• Group was asked if they were having any issues on Teams, accessing materials, etc. Jill requested to be coached up on Teams</li> <li>• Group members were reminded to access the meeting materials on Teams</li> </ul>	<ul style="list-style-type: none"> <li>• Reminder to sub-committees to be updating/revising the strategic plan tracking document- follow up with sub-committees to make sure updates are made by 2/1/2020</li> </ul>	

Sub-Committee  
Report Outs and  
Discussion

Common Language

- Looked at draft at the last meeting in November 2019- 14 terms and concepts
- 2-pager was presented at Commission meeting
  - Commission did not have a lot of feedback, but was positive
  - Discussed framing for judicial officers (and any professional in the arena) as do's and don'ts
  - The group meets again in February
  - Julie did not have any feedback; and will send it out with a re-iterated request for Commission member feedback
  - If no feedback is provided, Julie will add to consent agenda in February- which would not require a presentation and the group would be approving content only
  - It could get taken off consent agenda to vote at which time someone will want to be there for answering questions
- Discussed getting design help- possibly using court resources, take to Communications Committee to help with visuals
- Next steps: do's and don'ts document and then the larger common language document

Framework

- Discussion about conceptual framework
- Brenda presented 3 different conceptual frameworks and the group was asked to do some research and bring back concepts to consider, abbreviated definition of what it is; determine how they will go about doing that; constructs and what is different/similar, using common language document
- Looked at the recommendations template and asked committee members to review and provide feedback
  - The group will then look at the different areas and relate it to the questions that may be posed for consideration about equity
  - Julie provided a list of questions to this sub-committee and to bring any special nuances
  - Sub-Committee discussed the need to understand the lens to ask the right questions (awareness vs policy)

	<ul style="list-style-type: none"> <li>• The group is also still exploring recommendations for statewide data collection in an effort to look at equity in all our systems by looking at the same data pieces</li> <li>• Next meeting 1/24/2020 at 11; 4<sup>th</sup> Friday at 11am</li> </ul> <p>Curriculum</p> <ul style="list-style-type: none"> <li>• This sub-committee is using a scoring sheet to review curriculums and scoring those- asked to provide description of how they are doing that and what is being looked for consistency in scoring</li> <li>• Focused on what they can find on the web- is it reputable or being recommended by reputable sources- provide definitions around scoring sheet;</li> <li>• Offer a list of resources and criteria used to score those or vet those <ul style="list-style-type: none"> <li>○ Need to decide how we want to propose this to the Commission; including a disclaimer that this does not mean Commission endorses the link/resource</li> </ul> </li> <li>• It was discussed that the group would develop a smaller list of things that we can vet and vouch for and then something larger as resources and things they can consider <ul style="list-style-type: none"> <li>○ Child Advocates may be able to provide resources and assist in this, with a focus on resources specific to IN</li> </ul> </li> <li>• Group discussed the need to edit the Commission recommendation template- to always disaggregate data, determine who is most affected, and identify different solutions</li> <li>• The group also discussed how to keep this issue/topic on the forefront of the work the Commission is doing. Several ideas were discussed, including: <ul style="list-style-type: none"> <li>○ Sharing videos to help educate to the history and other information as it relates to EICC- possibly showing a 5-minute video clip and/or providing resources to each Commission member at all meetings</li> </ul> </li> </ul>	
Upcoming Children's Commission Meetings	<ul style="list-style-type: none"> <li>• Commission Meeting Agendas- doing a short training, giving a recommendation, and/or sharing a resource <ul style="list-style-type: none"> <li>○ Give them a read, watch, do? – discussion about this coming from the curriculum sub-committee and how to get it to them efficiently and effectively</li> </ul> </li> </ul>	

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<ul style="list-style-type: none"> <li>• Committee discussed potential plans for upcoming meetings: <ul style="list-style-type: none"> <li>○ January 22 <ul style="list-style-type: none"> <li>▪ Commission’s Executive Committee meets to finalize the February meeting agenda</li> </ul> </li> <li>○ February 19, 2020 <ul style="list-style-type: none"> <li>▪ final approval of common language document</li> <li>▪ Share scoring sheet being used by curriculum sub-committee and letting them know that resources are coming in future meetings;</li> <li>▪ Provide progress updates from sub-committees</li> <li>▪ Chairs to provide an update on Committee via a written report</li> </ul> </li> <li>○ April 22 <ul style="list-style-type: none"> <li>▪ draft of do’s and don’ts from common language sub-committee</li> <li>▪ provide potential revisions to the Commission recommendations template by framework sub-committee</li> <li>▪ updates on what framework and curriculum group is working on</li> </ul> </li> </ul> </li> </ul>			

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Updates from Commission	<ul style="list-style-type: none"> <li>Adopted new strategic plan in December 2019, not a huge departure from previous/former plan</li> <li>One new big thing change to strategic plan was to have overarching principles and one is equity</li> <li>Committee was asked to review the new strategic plan and objectives to see what other task forces are working on and how to bring equity to all work of Children's Commission</li> <li>Julie is meeting on 2/10/2020 with task force co-chairs meeting- to ensure that there is no duplication of efforts, that we are operationalizing this work, providing more tools for Commission members to ensure we are using an equity lens on all of our work</li> <li>Julie explained the Chairmanship process and how that rotates- Representative DeVon is new Chair of the Children's Commission</li> </ul>
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6. Action Items (Include recommendations/queries for Executive Committee)

Action	Responsibility	Due Date
Upload agenda and meeting minutes prior to Committee meetings	Brittany	1/31/2020
Update Strategic Plan Tracker Document	Sub-Committee Chairs	1/31/2020
Do's and don'ts document	Common Language	3/10/2020
Develop conceptual framework and recommendations to template	Framework	3/10/2020
Scoring sheet and process in which they are evaluating resources	Curriculum	3/10/2020

7. Adjournment

Action	Time
Adjourn	2:40pm

8. Next Meeting

<b>Date:</b> (MM/DD/YYYY)	March 10, 2020	<b>Time:</b>	1:00pm- 3:00pm	<b>Location:</b>	Indiana Minority Health Coalition, 3737 N. Meridian St. Suite 300, Indianapolis, IN 46208
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<b>Topics/Objective(s):</b>	
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