



Commission on Improving the Status of Children in Indiana

Committee/Task Force:	Equity, Inclusion, and Cultural Competence Committee		
Date of Meeting: (MM/DD/YYYY)	3/10/2020	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	X	
Brenda Graves-Croom	FSSA: Division of Mental Health and Addiction	X- phone	
Valerie Davidson	Meridian Diversity Consulting, LLC		
Jill English	Child Advocates	X	
Carol Franklin	Phoenix Family and Community Services		
Timike Jones	Indiana Coalition Against Domestic Violence	X	
Manpreet Kaur	Indiana Criminal Justice Institute	X- phone	
Esther Lewis		X- phone	
Chris Paulsen	Indiana Youth Group	X- phone	
Shirley Payne	Indiana State Department of Health		
Lun Pieper	Indiana Office of Court Services		
Adam Pitt	Indiana Department of Education		
Calvin Roberson	Indiana Minority Health Coalition	X	
Mark Russell	Indianapolis Urban League		
Dolly Serrant	Indiana Commission on Hispanic/Latino Affairs		
Jessica Strong	Hamilton Center		
Tashi Teuschler	Indiana Office of Court Services		
Latrece Thompson	Indiana Department of Child Services	X- phone	
Adrian Warren	Radio One Indianapolis		
Julie Whitman	Commission on Improving the Status of Children	X	
3. Staff/Guests			
Name	Organization		
Kristi Linson- proxy for Shirley Payne	Indiana State Department of Health		

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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 January 2020 Meeting Minutes	<ul style="list-style-type: none">Minutes were approved with no corrections noted		None
Sub-Committee Workgroup Chair Meeting	<ul style="list-style-type: none">Held our first call earlier this monthThese calls will be a platform to get on the same page, ensure work is happening in alignment with other sub-committees and Commission work as a wholeSub-Committee chairs shared that they found the first call helpful and will use those calls to get direction for sub-committees, to discuss strategies, express concernsCalls are scheduled every even month between full Committee meetings		<ul style="list-style-type: none">Continue sub-committee chair calls
Review of Strategic Plan Tracker	<ul style="list-style-type: none">This is a living document and should be updated prior to each Committee meeting for the upcoming Commission meeting		

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Membership Changes	<ul style="list-style-type: none"> Whitney McKim has stepped down from Committee and as Curriculum Sub-Committee chair Discussion about co-chairs for Curriculum (priority) and Common Language Sub-Committees <ul style="list-style-type: none"> Requesting additional members to serve on the sub-committees to assist in getting the work done Elonda Ervin- no longer part of Committee Adrian Warren will be left on membership list Jill reached out to Guadalupe Pimentel Solano at Central Indiana Community Foundation who may join the Committee; Jill will follow up to see if she is interested in joining our Committee Special Education- Julie provided two contacts (Joel Boehner from INSOURCE, Dr. Jim Dalton from Damar); the group was asked for feedback or additional ideas <ul style="list-style-type: none"> Esther has a couple of ideas and will reach out to those individuals; should they express interest, Esther will send contact information to Tashi, Jill, and Brittany Calvin mentioned the possibility of engaging with someone at the School for the Blind (Dawn?) There was also a suggestion for Jessica Tomasino from Department of Education Manpreet Kaur from ICJI has accepted the invitation to join the full Committee 		
			<ul style="list-style-type: none"> Jill will follow up and provide some information to the person from CICF to gauge interest Esther will reach out to a few people in special education to gauge interest All committee members will send ideas for new committee and subcommittee members
			<ul style="list-style-type: none"> Manpreet Kaur needs access to Teams

<p>Sub-Committee Report Outs and Discussion</p>	<p>Common Language</p> <ul style="list-style-type: none"> • Reminder that the 2-pager developed by the sub-committee was presented at the December 2019 Commission meeting; Chief Justice Rush asked the group to also develop a “do’s and don’t’s document” to provide to Commission around EICC work • The Commission voted to adopt the 2-pager at the February 2020 meeting • The sub-committee is currently working on the do’s and don’t’s document and have proposed breaking that into 3 sections: avoid, use instead, and why; the goal is to bring this document to the Committee in May for feedback and approval. Julie has had conversations with the Communications Committee to help with making the document more visually appealing • Julie shared that a Judicial Officer from a Commission Task Force provided positive feedback on the document and shared that he was intending to use it in his work locally <p>Framework</p> <ul style="list-style-type: none"> • Reviewed the CISC Recommendation template and provided the following feedback: <ul style="list-style-type: none"> ○ Add a brief description or instruction sheet to provide clarity and guidance to those submitting form. ○ Change ‘Type of Action Requested’ categories to the following: <ul style="list-style-type: none"> ▪ Administrative Rules or Policies (Executive or Judicial branch focused) ▪ Legislative Policies ▪ Professional Development and Skills Enhancement (A step to getting to practice and promotion) ▪ Resolutions (there may be policies that the commission may want to influence change that is contrary to the status quo) ○ Add ‘Check all that apply’ under ‘Which of the Commission’s Strategic Priorities does this Recommendation help advance’. ○ Under Background of Recommendation, add ‘How are disparate populations affected by this action?’ • Began developing a Commission Guide to Equity Considerations document and are proposing the following questions to include (this work is not complete, and the group 	<ul style="list-style-type: none"> • Common language- define the following: <ul style="list-style-type: none"> ○ <i>Disparate populations</i> ○ <i>Power sharing</i> ○ Review conceptual model elements and provide feedback • Calvin to post the names of the documents the sub-committee is looking for feedback on the Teams main page in the general chat section
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will resume the review at their next sub-committee meeting):

- How does this action help disparate populations?
- How does this action hurt disparate populations?
- Is this policy developed from a position of privilege?
- Does this action equitably connect disparate populations to needed resources and services?
- Does this action promote power sharing with disparate populations?
- Does this action promote non-punitive self-advocacy?
- This group has also begun the Conceptual Model of Framework Elements work and have broken it down by sub-committees to include the following information (this is also ongoing work that the group will come back to):
 - Common Language
 - Standardize meaning
 - *Unifying communication*
 - *Promoting Common use of terms*
 - *Conceptualizing issues*
 - *Promoting inclusion (Terms and Policies)*
 - Framework
 - Guidance
 - Re-focusing issues with equity lens
 - Curriculum
 - Knowledge attainment
 - *Appreciating history of adversities of disparate population in systems*
 - *Understanding current context*
 - *Prospecting a new world*
 - Skills enhancement
 - *Translating knowledge to action*
- Request to Common Language Sub-Committee- define the following:
 - *Disparate populations*
 - *Power sharing*
 - *Equitable versus Equal; equity and equality are currently in the two-pager*

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	<ul style="list-style-type: none">▪ Review conceptual model elements and provide feedback<ul style="list-style-type: none">○ Curriculum Sub-Committee – Review conceptual model elements and provide feedback <p>Curriculum</p> <ul style="list-style-type: none">• Group did not meet in February; next meeting is scheduled for 3/27/2020• Latrece expressed the desire for a co-chair for this group and additional members to assist with the work• They are currently working to enter scores in Teams, as well as providing context around why they scored things as they did• Goal is to have resources and scores to the Committee in May so the group can have conversations about discrepancies around scoring resources		
Deliverables for April Children’s Commission meeting	<ul style="list-style-type: none">• Updated Commission recommendation template form with Framework Sub-Committees feedback• Final decision on the template recommendation form by April 3 in order to get it on the agenda for the April Commission agenda	<ul style="list-style-type: none">• Common Language will draft a disparate population definition as it relates to the recommendation form in order to share that document at the April Commission meeting• Julie will make contact with Calvin to discuss the April deliverable	
Updates from Commission	<ul style="list-style-type: none">• Executive Committee Meeting is scheduled for April 6 or April 8, 2020 and will be used to set the agenda for the Commission meeting• Commission Meeting is scheduled for April 22, 2020• Received a small grant from Casey Family Programs to bring youth/family voice to the Commission via a two-day event and follow-up<ul style="list-style-type: none">a. Aiming for October/Novemberb. 2 day event; Friday and Saturdayc. Presenters will be youth/family who will share their experience with our systems, what we can do better, what are we doing well, etc.d. End goal is to figure out how we can integrate their voice into everything we do• This session’s bills impacting youth will be found on the Commission’s website soon		

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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		3/27/2020
Update Strategic Plan Tracker Document	Sub-Committee Chairs		4/12/2020
Access to Teams for Manpreet Kaur	Julie Whitman		ASAP
Follow up with CICF representative	Jill English		Before next meeting
Special Education/Disability representative information/Chairs to send formal invitation	Esther Lewis/Jill English and Tashi Teuschler		Before next meeting
Define disparate population and provide to Framework Sub-Committee	Common Language Sub-Committee		4/3/20
Discussion with Framework Sub-Committee co- chairs about April deliverable	Julie		Week of 4/6
Final draft of recommendations template for April Commission Meeting	Framework Sub-Committee		4/12/2020
Review Framework draft documents and provide feedback	Committee Members		5/12/2020
Written update to Commission	Committee Co-Chairs		4/12/2020
7. Adjournment			
Action			Time
Adjourn			2:18pm
8. Next Meeting			
Date: (MM/DD/YYYY)	May 12, 2020	Time:	1:00pm- 3:00pm
		Location:	Indiana Minority Health Coalition, 3737 N. Meridian St. Suite 300, Indianapolis, IN 46208
Topics/Objective(s):	Deliverables for June Commission meeting		