

Minutes
Public Service and Trust Commission
Advisory Committee on Cultural Competency
Diversity Day Subcommittee

The Advisory Committee on Cultural Competency, Diversity Day Subcommittee met at 225 Spring Street, Wethersfield, Room 204 on May 2, 2014.

Those in attendance were: Isabel Alvarez, Paul Bourdoulous, Troy Brown, Ewa Wojewodzki, Shawna Woodard, and Alison Zawadski.

The meeting was called to order at 3:10 p.m.

1. The Meeting Minutes of April 11, 2014 were approved.
2. The committee was updated on the approvals of the keynote speaker and planning so far for the Diversity Day program by Judicial management. Details are now to be identified and confirmed.
3. Logistics questions were surfaced. The ordering of the catering was determined to not be required at this time. Members will confirm when the building will be open for set up, with 7:00 a.m. being assumed.
4. The timeline was refined to allow additional time for the breakout sessions. The following is the current proposed timeline:
 - 8:00 to 8:45 a.m. Registration
 - 8:45 to 9:15 a.m. Opening Remarks
 - 9:15 to 10:00 a.m. Keynote Address
 - 10:00 to 10:15 a.m. First Break
 - 10:15 to 11:15 a.m. First Break Out Session
 - 11:15 to 11:30 a.m. Second Break/Move to Second Session
 - 11:30 a.m. to 12:30 p.m. Second Break Out Session
 - 12:30 p.m. to 12:45 p.m. Move to Main Session
 - 12:45 to 1:00 p.m. Final Remarks
5. There are planned to be three sessions for each break out session. There may be six different sessions or there may be fewer, if a session is repeated. Broad categories were identified and committee members are now going to follow up on lining up specific presenters and topics.
6. Additional topics were identified for the various meetings in the districts for the week following the Monday meeting and committee members were to begin confirming presenters and details.
7. The Subcommittee plans to meet next following the full committee meeting of the Advisory Committee on Cultural Competency, on May 16, 2014, at 10:00 a.m., Room 204, 225 Spring Street, Wethersfield.
8. The meeting adjourned at 4:20 p.m.