

Minutes

Public Service and Trust Commission Advisory Committee on Cultural Competency

The Advisory Committee on Cultural Competency met at 225 Spring Street, Wethersfield, Room 204 on February 17, 2012.

Those in attendance were:

Committee members: Hon. Richard A. Robinson (Chair), Paul Bourdoulous, Troy Brown, Karen Chorney, Laura DiFelice, Precious Hyland, Eileen Meehan, Phil Strambler, Shawna Woodard.

The meeting was called to order at 10:10 a.m. by Vice Chair Eileen Meehan.

1. The minutes from the meeting on January 20, 2012 were discussed and unanimously approved as amended.
2. The Website Subcommittee reported that the web site is ready to go live. Members of the committee were asked to view the site and give comments by February 24, 2012. The Subcommittee described additional links to be included, the results of the Focus Groups to be posted, and the Web Board approvals which will be required. Phil Strambler proposed the addition of a glossary of terms.
3. The Committee agreed to send the Focus Group summary to the facilitators for distribution to their focus groups. Karen Chorney will create and distribute a template.
4. The report to the Chief Justice is in process and will be sent separate from the Public Service and Trust Report.
5. The Committee discussed at length the suggestion to develop a proposal or recommendation to insert "public service" as a specific performance criterion on the existing performance appraisals for Judicial Branch employees. The committee discussed the current appraisal forms and how best to help managers recognize and address public service delivery by employees in a consistent manner. It was noted that the forms were developed prior to the current strategic plan and emphasis on public service. The Committee discussed that modifying the forms could better define expectations for employees, as well as support other plan activities in addition to cultural competency. Committee members noted that employee accountability was a theme that emerged from the focus groups and also was a stand alone goal from the strategic plan. The Committee also discussed the difficulties involved in making changes to multiple appraisal forms and agreed to explore alternative options, such as using a rubric or matrix to guide supervisors in evaluating public service using the current format. Paul Bourdoulous agreed to draft a proposal with assistance and input from other committee members.
6. It was the consensus of the Committee that additional focus groups will be conducted. One group from the first round has yet to meet and will be scheduled shortly.

Additional groups will be scheduled in the May/June timeframe. It is expected that the groups will be assigned by managers so that an even more diverse group can be identified.

7. Compliance Coordinator (formerly Affirmative Action Coordinator) Training has been scheduled for 110 people at the end of March. The Committee discussed ways that the role of the Compliance Coordinator could be codified, supported and broadened. The HR representative will use the input to look at how to make the process more effective.
8. Judge Robinson discussed the integration of cultural competency in Judges' orientation and training, and his expectation that the Committee will take an active role in curriculum design and development.
9. The discussion regarding the Workgroup on Training and Education was moved to the next meeting.

The next meeting will be March 16, 2012, at 10:00, in room 204 at 225 Spring Street, Wethersfield.

The meeting was adjourned at 12:01 p.m.