

Minutes

Public Service and Trust Commission Advisory Committee on Cultural Competency April 15, 2011

The Advisory Committee on Cultural Competency met at 225 Spring Street, Wethersfield, Room 204, on April 15, 2011.

Those in attendance were: Hon. Richard A. Robinson (Chair), Eileen Meehan (Vice Chair), Desiree Biggs, Troy Brown, Karen Chorney, Travis Claxton, Rena Goldwasser, Esther Harris, Precious Hyland, Richard Loffredo, Ines Nieves, Philip Strambler, Shawna Woodard.

The meeting was called to order at 10:20 a.m.

1. The minutes from the meeting on March 18, 2011 were unanimously approved. Judge Robinson abstained from the vote.
2. The Survey/Focus Group Subcommittee reported out. The subcommittee reported the decision to conduct Focus Groups prior to distributing a survey. The Focus Groups will initially be by invitation, via mass email, to the entire Branch, to fill 400 slots. There will be an 'educational campaign' to bring supervisors up to speed and to gain buy in. The focus groups will be stratified by supervisors/line or field staff and by a combination of intra and cross division employees. There will be two facilitators per session, who may be from different divisions. Facilitators will be drawn first from the committee members, and then supplemented by additional judicial staff. Two options for training facilitators were presented; Judge Robinson stated that training would be done inhouse. Focus groups will be presented regionally.
3. The Website Subcommittee reported out. The subcommittee gave some background on the Web Board, the platform the website is developed on, and who will put the website up. They then presented the committee with three designs for the home page, all of which included the logo developed by the predecessor committee. A consensus was reached on the basic design, which will now be fleshed out.
4. Training/Curriculum Research. The results of the COSCA survey had been distributed prior to the meeting. It was agreed that the information developed would be useful; all respondents were willing to share materials. Additional material from California was shared, including the approach to train on implicit bias rather than to train on a specific culture or topic. Additional information from Washington DC was also shared.
5. Troy Brown had attended a training course at the National Multicultural Center and updated the group. He brought materials to share and will continue to communicate with the Center.
6. Long and Short Term Goals were discussed. Short term goals for the committee are conducting focus groups with Branch employees and external stakeholders, developing and implementing an internal survey, launching the website and

developing mission and vision statements. Longer term goals were also discussed: the developing of a training curriculum and training Branch staff.

7. Judge Robinson announced that Eileen Meehan has agreed to serve as vice chair of the full committee and that Precious Hyland has joined Phil Strambler as co chair of the Website subcommittee.
8. The next meeting will be held at 10:00 a.m., May 20, 2011, at 225 Spring Street, Wethersfield, Room 204.

The meeting was adjourned at 11:30 a.m.