

**QUALITY IMPROVEMENT COUNCIL
CULTURAL COMPETENCY SUB COMMITTEE MEETING**

Date: September 10, 2008

Present: Tara Yaralian, Rebecca Hall, Danny Redmond, Kumar Menon, Albert Thompson, Scott Hanada, Ann Lee, Anahid Assatourian, Diane Guillory

Agenda Items	Comments/Discussion/Recommendations/Conclusions
Welcome & Introductions	<ul style="list-style-type: none"> • All present and introduced themselves • Reading, approval and seconding of previous meeting minutes
Purpose & Goals	<ul style="list-style-type: none"> • Working definition of “Cultural Competency” <ol style="list-style-type: none"> 1. State definition? 2. Published definitions – create draft • Brochure from previous subcommittee (Cultural and Linguistic Workgroup) presented to group • Should use as starting point for current subcommittee? • Work Plan Goals 08/09 <ol style="list-style-type: none"> 1. MLSD – currently entering information 2. Organizational Assessment – Dr. Wolfe 3. UREP 4. Interpreter’s Study • Goals for 07/08 not completed – many vague and out of function of subcommittee, possibly 3 easy to meet goals, not over 5 <ol style="list-style-type: none"> 1. #1 Interpreter’s Study – bring into 08/09 goals? 2. #4 Assess CC of organization – working on currently 3. #3 Bilingual/Multilingual staff – how HR manages, not function of other <ul style="list-style-type: none"> • Possible directory of BL/ML staff that is willing and able to work as translators with approval from their directors to provide service at facilities when needed
Updates on Projects	<ul style="list-style-type: none"> • Organizational Assessment <ol style="list-style-type: none"> 1. Dr. Terry Wolfe – send to all DMH directly operated and contracted facilities 2. Use subcommittee members to get word out to answer questionnaire?

Materials	<ul style="list-style-type: none">• Organizational Assessment• Cultural and Linguistic Workgroup (CLW) Brochure
Action Items	<ul style="list-style-type: none">• Rebecca to bring Interpreter Study• Draft definition of Cultural Competency for review and discussion• Rebecca to bring copies of Bilingual Policy to review and see what can be incorporated
Next Meeting	<ul style="list-style-type: none">• Wednesday, October 8, 2008 10am to 11am 695 S. Vermont Ave, 15th Floor, Training Conference Room

Rebecca Hall