

**Harris County Systems of Hope
Cultural and Linguistic Competence (CLC) Work Team
6300 Chimney Rock Road • Houston, Texas 77081
Wednesday, October 28, 2009 4:00p.m.**

Meeting Minutes

Attendance: Taren Bates, Julie Bourne, Larry D. Brown, Jr., Angel Escamilla, Robin Harrison, Dr. Samoan C. Johnson, Randy Joiner, Joseph Le

- I. Dr. Johnson called the meeting to order at 4:09 pm.
- II. SOH Program Updates/CLC Coordinator Updates
 - a. Mr. Brown announced Janis Bane has stepped down as Project Director and Randy Joiner has been named Interim Project Director.
 - b. Mr. Brown provided an overview of the CLC Training-of-Trainers seminar, which took place October 13-16, 2009 in Alexandria, VA. The training was presented by the authors that develop the framework for cultural competence in the monograph, *Towards a Culturally Competence Systems of Care*. The training materials are in draft format, however they can and will be used locally within SOH as we strive to advance CLC.
- III. Federal Site Visit Debriefing
 - a. Systems of Hope had its Year 4 site review September 8-11, 2009. The visit was a comprehensive look into the implementation of systems of care as detailed in the cooperative agreement. The overall debriefing showed forward progress and development since the last visit June 2007. There are a few areas of challenge which SOH are aware of and have begun to resolve. Mr. Brown highlighted the CLC report and acknowledgement given by the site reviewers of the significant improvement in CLC. Specifically, they noted: CLC mission statement (reviewed at each meeting), committee diversity, membership investment, membership from the community, CLC Self Assessment (strongly encouraged follow up), and they supported our next phase in the development of CLC policy, protocols and procedures.
- IV. CLC Organization Self Assessment (CLCSA)
 - a. Mr. Brown updated the group on the status of the CLCSA. Reports have been given to the Executive Director of SOH five partnering agencies. The next phase of the assessment includes individual follow up, the creation of an action plan and development and implementation of policy, procedures and/or protocols. The committee is needed and will be instrumental in during this phase. The overall process has been lengthy and tedious largely due to a reduction in staff on this project. Mr. Brown will be contacting each agency to begin phase three and will update the committee at the December meeting.
- V. CLC Policy, Protocols & Procedures
 - a. Moving forward, this will be an area of focus for the CLC committee to aid and assist with the development for SOH, partnering agencies and the broader community. Sherea McKenzie availed herself to assist and possibly lead these efforts.
- VI. Meeting adjourned at 5:06 pm

**Next meeting – Wednesday, December 9, 2009
Youth Services Center
6300 Chimney Rock Road
Houston, TX 77081
4:00 PM**