

Minutes

Public Service and Trust Commission Advisory Committee on Cultural Competency Survey / Focus Group Subcommittee September 29, 2011

The Advisory Committee on Cultural Competency, Survey/Focus Group Subcommittee met at 225 Spring Street, Room 133, Wethersfield, on September 29, 2100.

Those in attendance were: Eileen Meehan, Chair, Paul Bourdoulous, Troy Brown, Laura DeFelice, Esther Harris, and Richard Loffredo.

The meeting began at 10:35 a.m.

1. The subcommittee accepted the minutes of the September 9, 2011 meeting.
2. The group was updated on the September 16, 2011 meeting of the main committee. The resignation of several members was recognized.
3. The details and logistics for the Facilitators Training session were discussed. Mr. Bourdoulous and Mr. Brown will present the training. The basic agenda was presented, with a description of materials and handouts to be provided. Outcomes of the training, including dates and pairings of facilitators, were discussed. Responsibilities for logistics, contacting attendees, and production of materials were assigned.
4. The chairperson expects to have the emails to the Executive Directors and to the Branch staff to go out next week (October 3-7, 2011).
5. An email confirming the date and providing detail on the Facilitators Training Meeting, scheduled for October 14, 2011, will be sent to members of the committee and attendees.
6. The next meeting is to be scheduled.
7. The meeting adjourned at 12:20 p.m.