

Minutes
Public Service and Trust Commission
Advisory Committee on Cultural Competency
Diversity Day Subcommittee

The Advisory Committee on Cultural Competency, Diversity Day Subcommittee met at 225 Spring Street, Wethersfield, Room 204 on April 11, 2014.

Those in attendance were: Isabel Alvarez, Troy Brown, Ewa Wojewodzki, Shawna Woodard, and Alison Zawadski.

The meeting was called to order at 9:05 AM.

1. The Meeting Minutes of December 16, 2013 were approved with the necessary corrections.
2. The proposal for Diversity Week was reviewed to determine which tasks have been completed and the priority of unfinished tasks. The Subcommittee agreed that, at this time, it should focus on completing activities associated with the main event. The following information was reported and discussed:
 - a. The Legislative Office Building has been reserved for Monday, October 20, 2014 from 8 AM to 1 PM. We have reserved Room 2C for the main event. Room 2A, 2B and 2D were reserved for the breakout sessions.
 - b. Potential speakers have been contacted and we are awaiting confirmation.
 - c. The idea of holding an art exhibit within the main event has been excluded from the proposal.
 - d. Each Subcommittee member will research possible breakout session speakers and topics to bring to the next Subcommittee meeting.
 - e. Rooms in Wethersfield and East Hartford have been tentatively reserved to hold the week's learning events. More rooms must be identified in other parts of the state.
 - f. A save the date should be sent to all Judicial Branch employees in June. We must alert the graphic designer and web designer to create the Judicial Branch diversity/cultural competency logo, electronic save the date, and Diversity Week web page.
 - g. Registration for Diversity Week should begin in September.
3. The Subcommittee agreed to meet every three weeks. The next meeting of the Diversity Day Subcommittee will be Friday, May 2, 2014 at 3:00 PM.

The meeting adjourned at 10:30 AM.