

Cuyahoga County Board of Health Diversity Committee 3/26/14 Meeting Minutes

Committee Members Present: Dr. Greg Hall, Chair, Debbie Moss
Members Absent: Dr. Glavin

Staff Present: Terry Allan, Najeebah Shine, Tom O'Donnell, Kevin Brennan

Attachments: Meeting Agenda, Articulation of the Roles of the Diversity Committee of the Board and the Culturally and Linguistically Appropriate Services (CLAS) Committee, Revised CLAS Goals for 2014 and the Race Demographics for the CCBH Workforce are attached.

Dr. Hall called the meeting to order at approximately 12:00pm, immediately following the monthly Board of Health meeting.

The committee was joined by several members of the CLAS Committee to discuss the attached articulation of the respective roles and responsibilities of the Diversity and CLAS committees. Attending were Monica Baker (Chair), Nichelle Shaw, Annie Dunham and Maurice Cole. The CLAS committee presented their revised goals for 2014:

1. Addressing **Accreditation Standard 11.1.45A** to Incorporate CLAS standards and Health Equity Principles into the development of agency wide, policies, processes, programs and interventions.
2. Develop a process for establishing a **Community Forum** based advisory council to inform and improve CCBH service delivery to all populations. A community forum may be used as a means to engage diverse community leaders, stakeholders and residents to establish the advisory council.
3. Establish a **Cultural Competence Plan**, which will be inclusive of professional development and educational opportunities. This will serve to enhance and improve the workplace climate as it relates to cultural competence and diversity.

During a discussion of the Articulation document and the above goals, it was agreed that this was a reasonable approach to the work. The two committees will meet twice a year to review progress.

Web Presence

Kevin Brennan described options for creating a link from the dropdown menu on the ccbh.net homepage or some type of “button” that links website viewers to the work of the diversity committee. Kevin noted that Version 2.0 of the homepage is currently under construction and that he will work to incorporate these concepts into the new design.

Contractor Survey Update

Judy Wirsching reported that she has been working with the County Office of Procurement and Diversity to develop a Contractor Survey Form through which we can collect information on the diversity of our contractor pool. Judy discussed several certifications that are offered by Cuyahoga County (Minority Contractors, Female-owned businesses, etc) that identify the various federal categories of contractors. The committee made several suggestions on wording for the form, and Judy plans to incorporate the thoughts of the committee and continue her work with the Office of Procurement and Diversity to develop a final version of the form that can be used to collect this information and will report back to the committee.

Recruitment Update

Najeebah Shine reported on the status of recruitment activities to increase the pool of diverse and qualified applicants for job opportunities at CCBH.

According to the US Census Bureau (2012 estimates), the current demographic makeup of the county is as follows:

White	64.8%
African American	30.2%
Hispanic or Latino	5.1%
Asian	2.8%
American Indian and Alaska Native	0.3%
Native Hawaiian and Other Pacific Islander	0.1%

The Recruitment Goal is that the workforce of CCBH matches the racial demographics of Cuyahoga County. The current makeup of the CCBH workforce is 82% White, 14% African American and 4% Hispanic or Latino. This information and the specific demographics for each service area are attached.

Over approximately the last six months, there were six position postings that resulted in four external new hires and two internal promotions. Of the four external new hires, two were

African American females and two were white females. For the two internal promotions, both were white females.

The next meeting of the Diversity Committee was scheduled for June 25th, 2014, immediately following the Board meeting.

The meeting was adjourned by Dr. Hall at 1:10pm.