

**Montgomery County – DHHS
Asian American Health Initiative (AAHI) Steering Committee Meeting
March 21, 2017**

Steering Committee	Present	AAHI Staff	Present
<i>Organizational Members</i>			
Ji-Young Cho		Sobia Ahmad	X
Wilbur Friedman	X	Huyen Bui	
Michael Lin	X	Perry Chan	X
Mayur Mody	X	Karie Cheung	
Sam Mukherjee		Tanya Dang	X
Nguyen Nguyen (Vice Chair)	X	Betty Lam	X
Thomas Tran	X	Hyewon Lee	
Sovan Tun	X	Karlie Leung	X
Edward Wan	X	Sanjana Quasem	X
		Alice Zic	
<i>Individual Members</i>			
	<u>Present</u>	<u>Guests</u>	<u>Present</u>
Nerita Estampado			
Meng K. Lee (Chair)	X		
Sunmin Lee			
Cynthia Marci			
Tho Tran			
Judy Wang	X		
<i>Affiliate Members</i>			
	<u>Present</u>		
Anis Ahmed			

Welcome (Meng K. Lee, Chair)

- Meng K. Lee called the meeting to order at 6:09PM.

Approval of Agenda (Meng K. Lee)

- A motion to approve the agenda was presented. Wilbur Friedman moved to approve the agenda. Sovan Tun seconded the motion.
- Meng called for a voice vote to approve the agenda. The agenda was approved by voice vote.

ACTION: Meeting agenda approved with no objections.

Approval of Minutes (Meng K. Lee)

- Meeting minutes of January 10, 2017 Steering Committee (SC) meeting was shared with SC members prior to the meeting.
- A motion to approve the minutes was presented. Wilbur moved to approve the minutes. Nguyen Nguyen seconded the motion.

- Wilbur questioned whether the minutes sent to them prior to the meeting was the same as the minutes shared with them at the meeting. Perry Chan confirmed that the minutes were the same.
- Meng called for a voice vote to approve the minutes. The minutes were approved by voice vote.

ACTION: Meeting minutes approved with no objections.

Healthy Montgomery Community Needs Assessment Findings (Dourakine Rosarion)

- Meng noted that the presenter was not able to attend.

AAHI Program Updates (Perry Chan, Program Manager)

- Perry shared the following handouts with the SC:
 - March 2017 Local Events
 - AAHI Upcoming Events
 - Age Friendly Montgomery Asian Profile Presentation (January 2016).

ACTION ITEM: Perry will share an electronic copy of the Age Friendly Montgomery Asian Profile Presentation.

- Perry shared AAHI's current organizational chart.
- Perry shared AAHI's outreach progress.
 - Since January, AAHI participated in 17* outreach events. AAHI is projected to attend over 40 events by the end of the fiscal year.
 - AAHI assisted 1056* people thus far and distributed close to 4000* pieces of literature in multiple languages.
 - AAHI conducted over 1300* education encounters.
 - * *Note: Incorrect outreach numbers were referenced in the meeting. The correct numbers are listed below.*
 - *Since January, AAHI participated in 29 outreach events, assisted 1687 people, distributed 6191 pieces of literature, and conducted 2034 education encounters.*
- Perry shared updates on service connection.
 - The Montgomery County Department of Health and Humans Services (MCDHHS) includes multiple service areas, such as health services, aging and disability, and social services, under one department. AAHI capitalized on this centralized system to help individuals connect to different programs and services during outreach. AAHI also received assistance from the Patient Navigator Program when connecting clients.
 - In Fiscal Year 2017 (FY2017), the Resource Coordinator referred 128 people for services to MCDHHS and non-profits throughout the county. The Resource Coordinator connected these 128 people to 160 services (note: an individual can be referred to multiple services). The Resource Coordinator also helped 11 people set up appointments and/or apply for services. The success rate for service connections was about 70%.

- Approximately 55% of clients needed financial or housing assistance, such as food stamps and utility assistance. Forty-five percent of clients needed medical coverage, such as Medicaid. Other needs included general wellness and senior services.
- Perry provided updates on senior wellness.
 - Senior wellness is a new initiative at AAHI. Under senior wellness, AAHI has developed a new outreach method, Friends' Corner. In Friends' Corner, program staff visit senior gathering points such as senior associations, recreation centers, and nursing homes to provide informal outreach and education on community resources. AAHI conducted two site visits at the White Oak and Rockville Senior Centers. At both sites, a high proportion of clients are Asian Americans, particularly Chinese and Koreans.
 - Thomas Tran suggested AAHI contact the senior center on Ferrara Drive.
 - Perry added that AAHI developed a form for the SC members to input their knowledge of senior gathering points in the county. AAHI would like to collect a list with additional names and contact information of senior gathering points and the finalized list would be shared with SC members. AAHI currently has a list of around 30 senior gathering points compiled from online research which includes meal sites and faith-based organizations.

ACTION ITEM: Perry will send a form to SC members for input on senior gathering points.

- A discussion ensued on the focus of Friends' Corner. While Friends' Corner would have sessions highlighting health needs, it also serves as an informal means for AAHI to build trust with seniors. AAHI hopes that seniors would become comfortable in approaching them for assistance in the future.
- Compared to AAHI's current outreach events, Friends' Corner will cover a broader range of topics. Potential topics include helping seniors sign-up for social media programs and using mobile applications to connect with friends back home or read newspaper in their native languages to break social isolation.
- Friends' Corner is in the proposal stage and the program is flexible to community needs. Currently AAHI plans on piloting the project at senior gathering points and conducting four to eight sessions per site. The frequency will be determined based on the need of each site.
- AAHI conducted one senior resources workshop for the Chinese American Senior Services Association to build awareness of senior services available.
- Perry introduced service maps to SC members.
 - Service mapping is a new initiative geared towards Health Promoters, program staff, and sometimes clients. Service maps are a simple flowchart that explain how to move from the starting point to the endpoint of a program. They include information around how to apply to a program, the documentation needed for an application, and eligibility requirements.

ACTION ITEM: Perry will share service maps with SC members.

- On May 16, there will be an Empowering Community Health Organizations (ECHO) Workshop focusing on senior safety. There will be a panel of representatives from MCDHHS, the State's Attorney Office, the Police Department, and the Fire and Rescue Services.

ACTION ITEM: Perry will send SC members an invitation to the ECHO Workshop.

- Perry shared updates on the behavioral and mental health program.
 - As mentioned in the previous SC meeting, there was a concern using photos of youth that might jeopardize privacy and cause bullying. A new contractor was identified and they will use drawings to tell the story in the photonovel. The focus of Photonovel 3 is mental health and suicide prevention. AAHI wanted input from the youth on this project, so on Saturday, March 25, 2017, a group of youth has been invited to co-design Photonovel 3 with AAHI.
 - The Behavioral Health Program Coordinators conducted a cultural competency presentation to a group of therapists at the Adult Behavioral Health Program. The content of the training included an overview of Asian American demographics, cultural facts, and findings from promising practices. The purpose of the training was to shape counselling sessions to be more culturally sensitive.
 - One of the Behavioral Health Program Coordinators is developing a mental health toolkit which will be available on the website. The toolkit will include talking points around different mental health topics, county-level and national statistics, and available resources in the county.
- Meng posed a question about measuring program impact. Perry and Betty responded that measuring impact was of interest; however, outreach programs tend to be measured by output, hence it was difficult to measure. Most data reported in the Annual Report was output data. It was suggested that if we cannot get quantitative data, AAHI should document the stories behind the numbers. Perry mentioned that it is also important to balance between spending the budget on implementation versus evaluation of the program.
- Nguyen inquired whether AAHI would put greater emphasis on mental health due to the additional funding received. Perry responded that AAHI continued to implement programs from the past two years with the addition of the senior health and mental health components. Rather than starting a new project, AAHI is utilizing existing resources and is applying a mental health and senior health lens to them.
- Mayur Mody wanted to ensure that AAHI was not duplicating the efforts accomplished by the Latino Health Initiative (LHI) and the African American Health Program (AAHP) and that all initiatives were collaborating with each other. Perry noted that collaboration is as high as it has ever been between the different

initiatives. For example, there has been more collaboration on the ECHO workshops and on projects of common interests such as the service maps.

- Sovan inquired about the budget disparities between the different initiatives. Betty responded that LHI and AAHP were established before AAHI and thus their funding begun accumulating earlier. However, in recent years, budget increases and decreases had been equal among the different initiatives.
- Michael emphasized the importance of sharing best practices between the minority initiatives. Betty responded that all three programs had Health Promoters and they should come together to strategize collectively to improve their models.
- Judy Wang inquired if AAHI conducted any program evaluations. The Senior Program Coordinator explained that AAHI collects direct outcome data on number of people reached, number of sessions, client satisfaction, level of knowledge increased, and pre-and post-tests for each Health Promoter training. Information is available in the Annual Report. Demographic subgroup, gender, and geographic location of service connection clients are also captured.

ACTION: Hard copies of the Annual Report was distributed to SC.

- Betty mentioned that there might be a 10-year document commemorating Ike Leggett's legacy as County Executive for Montgomery County.

Executive Session (Meng K. Lee)

- Meng called for an Executive Session at 7:10PM.

ACTION: Session commenced at 7:10PM and adjourned at 8:00PM.

Advocacy updates and next steps (All)

- There were no advocacy updates.

Liaison Updates

- There were no liaison updates.

Other Business

- There was no other business.

Adjourn (Meng K. Lee)

- Meng adjourned the meeting at 8:05PM.

ACTION: Meeting adjourned at 8:05PM.

Next Meeting: May 9, 2017