

Montgomery County - DHHS
Asian American Health Initiative (AAHI) Steering Committee Meeting
May 1, 2012

<u>Steering Committee</u>	<u>Present</u>	<u>Steering Committee</u>	<u>Present</u>
Sam Mukherjee (Chair)	X	Karen Ho Chaves (Vice Chair)	
Anis Ahmed	X	Ji-Young Cho	X
Nerita Estampador		Wilbur Friedman	X
Harry Kwon	X	MunSu (Moses) Kwon	
Meng K Lee	X	Sunmin Lee	
Michael Lin		Betty Luan (HP Liaison)	
Wendy Shiau	X	Sovan Tun	
<u>AAHI Staff</u>	<u>Present</u>		
Perry Chan	X		
Betty Lam			
Jamie Lok Weng	X		
Sanjana Quasem	X		
Wana Jin	X		
Carolyn Ho	X		
Yu-Ting Chen	X		

Welcome/Introductions

Sam Mukherjee called the meeting to order at 6:16pm and motions to record the meeting. No one objects and so the meeting is recorded.

Anis Ahmed thanks the Committee and staff for the condolence card and appreciates the support. He notes that he will have to leave at 7pm for another meeting.

Sam empathizes that this is a very important meeting because it may be the last opportunity face to face to prepare for the Minority Health Initiative Process presentation.

Approval of Agenda

Agenda approved

Approval of March 20, 2012 Minutes

Wilbur Friedman motions to approve the minutes but suggests that changes can be made for the next 48 hours.

Meng Lee seconds and Sam approves.

Minutes approved but subject to changes for the next 48 hours.

AAHI Program Updates

Outreach Activities

- There have been seven outreach events since the last Steering Committee Meeting.
- Perry Chan draws the Committee's attention to the Upcoming Events handout and brings a couple events into focus:
 - **Resource Table at Jain Society on May 6th**: The Jain Society is a new community AAHI connected with
 - **Japanese Community Health Fair on May 12th**: AAHI staff has been spending a lot of time working with the Japanese Community Christian Center of Washington on this event. AAHI gained a new partner (DC Japanese Mental Health Network) through this event.
 - **Bait-ur-Rahman Health Fair on May 19th**: This is women's exclusive health fair due to cultural values surrounding this event.
 - **CCACC Health Fair on May 20th**: This is an event that AAHI regularly attends twice a year.
- Sam emphasizes to attend events when possible to have a stronger presence in the community.

ECHO Workshop

- This is the second workshop around grant application. Kathleen Sheedy, a grants manager with HHS, will be the speaker for this event to give the audience hands on experience and skills on grant writing. The audience will be divided up into small groups and will work on several exercises surrounding the budget and proposal.
- Perry notes that AAHI is looking for facilitators to help with the ECHO event and would like to reach out to the Steering Committee for assistance. AAHI will also be contacting previous staff and interns for help as well.
- This will be a good venue to reach out to community leaders to show what AAHI is about.
- Sam notes that with the current MHI process, the importance of attending this event is high as it is a great opportunity to partner with other organizations. He notes that AAHI SC no longer just focuses on health education and prevention but rather will have to encompass other areas such as mental health, housing, special needs, etc.

End of Year Health Promoter Celebration

- The End of Year Health Promoter Celebration is tentatively on June 28th at EOB Cafeteria. Health Promoters play such a big role in AAHI and so this event is to thank them for their work. Light dinner will be served.
- It would be nice if SC can come to the event.
- Betty will give a certification award to the Health Promoters and thank them from the department perspective.
- Sam notes that this is very important for SC to attend because Health Promoters are the bridges to the community.

Connect

- Connect, formerly known as the independent outreach program, is an improved initiative the AAHI is working on. AAHI found through their needs assessments and data collection that many Asian American business owners are vulnerable to health disparities because they have limited access to health services, education, and preventative measures due to their long work hours. So AAHI recruited Health Promoters specifically for this initiative to provide outreach at the businesses to provide health information and resources. This is still in the pilot phase.
- Sam questions what health promoters will be called in the near future as diversifying into other areas (senior population, mental health, special needs, etc) occur. He notes that AAHI will need to diversify the Health Promoters to align with the expansion in other areas and suggests recruiting more Health Promoters to do so.
- Perry notes that a more immediate focus is that AAHI is currently in the process of applying for the MOTA grant which will be the 7th year to support its Health Promoter Program.
 - Perry explains that it would be nice to get a letter of support from the Steering Committee which was circulated around at the meeting.
 - No changes were requested for the letter of support.
 - Sam asks where the stipends that the Health Promoters receive come from. The MOTA grant?
 - MOTA grant is part of the Cigarette Restitution Funding from the tobacco lawsuit that is given to the State and then given to Holy Cross. AAHI is a partner with Holy Cross on the MOTA grant.
 - In FY13, the grant will support health educator activities on different topics such as Hepatitis B, diabetes in addition to cancer and tobacco.
 - Wilbur asks if the money from the Tobacco Restitution Funding is decreasing
 - Perry answers that the money AAHI received for the MOTA grant has decreased in the last couple years.

Steering Committee Recruitment

- Before the end of the year, Sam would like a full Steering Committee. A few members such as Betty Luan and Karen Ho Chaves may be stepping down in the near future.
- Wilbur notes that the Steering Committee needs a body here and suggests looking for a new Vice Chair due to the circumstances.
- Anis points out that this month is Asian Pacific Islander Heritage so all Asian groups under the leadership of Barbara MiKulski will have a celebration at the US Senate where he and Sam will be in attendance. It will be on May 24th from 10am-3pm. Please join if available to show the congressmen and political leaders what AAHI is working for.
- Regarding to previous discussion about changing the name of health promoters, Anis points out that all the various areas (mental health, housing, senior population) all are factored into health and human services and suggests changing the name to health and human promoters.

- Regarding recruitment, Anis points out that recruitment should focus not only on diversifying into different subject areas but also nationality.
- Sam pointed out that AAHI has developed a flier for recruitment.
 - Anis suggested sending the fliers to different religious locations because there is potential to attract people from diverse backgrounds.
 - Sam points out that recruitment is targeting people who are elite community members and professional experts to be community bridges and advise AAHI
 - Sam notes that candidates with political leadership will also be an important to keep in mind during recruitment.
 - Sam suggests drafting a letter to pair with the flier and sending it to various community and faith based organization.
- Harry notes that there is a lot of uncertainty in the air about what the role the Steering Committee will play in future. He suggests that some strategic planning come into play as the MHI process progresses to figure out where to go from the present.
 - Sam acknowledges this but suggests that recruitment not be stalled.

Proclamation of National Minority Month

- There was a proclamation of National Minority Month on April 24th presented by George Leventhal to the three initiatives. It was a small but good event.
- The photo is on the council website.
- Sam suggested having it on the AAHI website as well.

Presentation Preparation for Minority Health Initiatives Assessment Process

Sam's MHI Assessment Process Presentation

- The MHI Assessment Process representatives are Wendy, Wilbur, and Sam.
- The discussions are in an advanced stage right now. The five service areas have done their presentations and the Steering Committee has received a lot of information.
- Sam reviews a presentation on the MHI Assessment Process. The highlights are below:
 - Each Service Group will do a presentation to the Advisory group. The Steering Committee will receive copies and review to discuss and provide feedback, constructive criticism and insight.
 - Basic concepts for the who MHI Assessment Process:
 - Equity: system of fairness
 - Inequity: unfair, systematic and is a pattern over time
 - Steering Committee can identify and prioritize areas in need of focus, determine who is impacted, engage the community, develop leadership, and assist in developing strategies.
 - The Steering Committee should:
 - focus on service areas that most influence the Asian American population
 - hold the Department accountable
 - call for reliable data from Department

- be voice of community and advocate
- create a mechanism to monitor the performance by the five department divisions when it comes to delivering services to our communities
- ensure the process maintains a population determinant approach instead of a one size fits all approach.
- All three minority initiative have agreed upon the idea of having greater partnerships with the other divisions in the department
- Political leadership may be an important asset in the Steering Committee's growth
- The ultimate goal of what HHS wants is to have every employee in the county be conscious about what is happening all around and how they can contribute towards equity.
- Sam included a list of questions to keep in mind when looking over the service group presentation. Some questions include: what services are provided by the division? Do the services provide target specific minorities? How does the division work with other divisions within the Department to ensure that the needs of minority populations are being met across the different service areas? How does the Division handle document complaints from the minority populations in the community? Does the Division have a diverse staff?

Discussion

- Keep in mind cultural values when analyzing and reviewing the presentations for feedback and constructive input.
- Sam asks what are the strength and weakness of the AAHI Steering Committee.
 - Wilbur notes that when he first joined, the purpose of the Committee was to be the vehicle to assess what the communities needed but AAHI can now directly do that almost as effectively. He asks where the committee goes from here.
 - Sam notes that the Steering Committee members are the bridges to the community with the process going on currently, it is vital to strengthen this role.
 - Sam adds that finding the needs and delivering the services are two different things.
- Wendy summarizes the process into three tasks: 1) meeting the goal of equity, 2) review current gaps and overlaps in services and integrate services together as a whole 3) maintain its sustainability and accountability. Wendy suggests having the presentation start from the big concept of these three goals and go in detail from there to discuss the current deficits and gaps and how the Steering Committee can assist in bridging them.
- Wendy adds that equity does not mean splitting up the resources equally but rather factor in need and cultural values to determine how to distribute it.
- Sam notes that equity is a concept that everyone accepts and wants to keep separate from budget. However, in practice it is always connected to the budget.
 - Wendy agrees it is not possible to separate from budget but the whole MHI Process hopes to set it side and focus more on coming up with a system to distribute resources and services fairly.

- Sam notes the Steering Committee needs to be informal auditors for the service areas and make them conscious on where they should be focusing and redirecting resources to achieve equity. He adds that the whole process needs to be accountable and the SC should assist in figuring out how to do so.
- Wilbur proposes the question: if DHHS was given \$5 million dollar, is it the Steering Committee's job to advocate for how they spend that money?
 - Wendy answers by explaining that the Steering Committee's job is not necessarily to tell them where they should spend their money but the Committee can raise issues to them, present the needs of the Asian American community, how important it is and, how it can be resolved.
- Sam suggested a way to make the service area more accountable is to request a meeting with representatives from each service area to discuss and review what has been done over the quarter and focus on next steps for the next quarter.
- Wendy notes that it is pretty difficult for one individual to have expertise on all the services areas but if people come together, the group will have expertise in a wide range of fields and be able to contribute very good feedback to DHHS.
 - Sam notes the difficulty for this is initiating the partnerships.
- Sam explains that the most probable format for the presentation in May is that the three minority initiatives will start it jointly and divide into their separate programs.
 - Wendy suggests that the presentation starts from the three big tasks mentioned earlier and then within each one we can integrate with each service area and present current issues and provide suggestions.
- Perry notes that the presentation will be on May 24th
- Perry says that when speaking with other minority initiative staff, the plan for the presentation is to discuss the common concepts and disparities between the three initiatives and justify why the three minority initiatives are needed. They will further discuss why the concepts are the same but the implementation approach between the initiatives is different. This is where Steering committees can come in and further explain what is happening in the community and provide support to AAHI.
- Sam notes that combining of the three initiatives into one is something DHHS is considering but it is something everyone doesn't know the consequences of. The priorities, focus, and implementation approach of the three initiatives are different.
- Sam suggests reviewing the service group areas in depth to see what areas can be improved and how it can be improved. He adds that the committee must evolve itself to show DHHS its value (advocacy, community connections, professional advice, partnership with service areas, etc).
- Perry notes that all three minority initiatives are interested in this MHI Process because together the initiative have a budget of less than 1% but want to be able to make a bigger influence on the other 99% of the budget to better serve their targeted population.
 - Wendy adds that health is not only disease focused but includes environmental and social factors.
 - Perry says that the MHI Assessment Process can be a good opportunity for a systematic change. For example, if we look at SAMHSA's budget, one third of

DHHS's budget gets contracted out to non-profits and community partners. Something to look into is how the initiatives can better advise DHHS how to contract the money out.

Next Steps

- Sam suggests delegating each service area's presentation to a couple members and dividing up the work:
 - Wilbur and Ji-Young - Behavioral Health and Crisis Service
 - Wendy - Aging and Disabilities
 - Harry - Children, Youth, and Family
 - Sam - Special Needs Housing
 - Perry - Public Health Services
- The task is to review and understand the service area. Then compile feedback and suggestions on areas in need of focus and improvements for the service area.
- Sam will send out his presentation as a guide for thought process.
- The members assigned to a service area will meet on May 14th at 7pm to convene and discuss insight about their assigned service areas. Perry will reserve a room for this meeting.
- AAHI staff will help with any services areas if needed.
- Perry will resend all the service area presentations for convenience.

Replacement for Healthy Montgomery

- Karen was the Steering Committee's representative for Healthy Montgomery and can no longer attend.
- The next Healthy Montgomery meeting is May 14th 6pm-8pm and meets every three months.
- Harry recommends sending an email out to see if any of the Steering Committee members not present is available to attend.
- Sam notes that it is important for the AAHI Steering Committee to have a presence there and provide feedback for Healthy Montgomery.
- Sam notes for Wilbur to check attendance and points out that the Committee needs to have a present body.

Future Meeting Dates for 2012

- June 19, 2012
- The Steering Committee will not meet for the previously scheduled May 15, 2012 date.

Adjourn Time: 8:14pm