

**NEVADA OFFICE OF MINORITY HEALTH
ADVISORY COMMITTEE MEETING MINUTES**

**JANUARY 14, 2010
10:00 A.M.**

**Nevada Office of Minority Health
3811 West Charleston Blvd., Suite 205
Las Vegas, NV 89102**

**AT&T Teleconference
Toll-Free 888-557-8511
Access Code 9598732**

BOARD MEMBERS PRESENT:

Dr. Debra Toney, Chair (Las Vegas)
Gerold Dermid (Reno)
Elena Brady (Reno)
Larry Curley, Vice-Co-Chair (Reno)
Emilia Guenechea (Las Vegas)

BOARD MEMBERS NOT PRESENT:

Dr. Somphool Premsrirut (Las Vegas)
Sherria Taylor (Reno)
Dr. William Dougan (Las Vegas)
Maggie Petrel, Vice-Co-Chair (Las Vegas)

HEALTH DIVISION STAFF PRESENT:

June Coleman, Health Program Manager, (OMH), BCFCW
Ramya Durosinmi, Health Resource Analyst, OMH, BCFCW
Irene Jimenez-Muir, Office Manager, OMH, BCFCW

OTHER ATTENDEES PRESENT

Linda Anderson, Attorney General's Office
Suganya Sockalingam, Change Matrix Inc.

1. Roll Call and Approval of Meeting Minutes from October 8, 2009

Dr. Debra Toney called the meeting to order at 10:16 am and welcomed everyone to the Office of Minority Health (OMH) Advisory Committee meeting.

Roll call was conducted and a quorum was established.

Dr. Toney called for a motion to approve the meeting minutes for October 8, 2009 as presented.

MOTION: Elena Brady made a motion to approve meeting minutes for October 8, 2009 as presented.

SECOND: Larry Curley

PASSED: UNANIMOUSLY

2. Discussion and Possible Approval of Implementation of Health Disparities Town Hall Meeting.

Dr. Toney introduced Suganya Sockalingam. Ms. Sockalingam gave introduction and background on herself stating she is the Co-Founder and Chief Executive Officer (CEO) of Change Matrix Inc. This company supports organizations at national and state levels. She has extensive experience addressing issues related to Cultural and Linguistic Competence (CLC), health inequities and disparities, strategic planning and town hall meetings.

Ms. Sockalingam spoke about town hall meetings and various ideas to coordinate this type of event such as:

- 1.) Increasing awareness at community levels and with local providers
- 2.) Initiating City meetings with people to champion the cause across the State
- 3.) Invite a wide variety of folks

Dr. June Coleman asked about a Facilitator. Ms. Sockalingam replied it was important to have a facilitator to assure the full spectrum of information and that everyone's voice gets heard. She also inquired about approximate cost and materials needed to hold a town hall meeting. Ms. Sockalingam noted several factors such as you may lose participants if more than 90 minutes long. She further noted a less expensive location could be a community center. Ms. Sockalingam indicated event materials should be diverse and should take into consideration the demographics and jurisdiction of the location. She suggested creating an inexpensive flyer and reminded the Advisory Committee to include Faith based leaders.

Discussion ensued regarding contacting various casinos for donations, food, timeline and location of event. Ms. Sockalingam responded it takes a fair amount of time for planning these diverse partnerships; therefore, April 2010 was not enough time to hold the first town hall meeting. She also asked what would OMH do with the information from one or more town hall meetings; who will the information be provided to; and how will OMH follow up? Ms. Sockalingam suggested the Advisory Committee address some key questions before coordinating a town hall meeting. Questions identified were, why is OMH holding town hall meetings; what does OMH want to accomplish; who does OMH want to be involved; and what outcome does OMH want from town hall meetings?

Dr. Coleman asked Advisory Committee members if they knew any faith-based contacts and thought that group should be included. Dr. Toney noted she had some faith-based connections that could be tapped into.

Dr. Coleman asked about a subcommittee for town hall meetings and how to handle work communications. It was confirmed through previous meeting minutes a subcommittee had been established for this purpose. Members of the subcommittee are Dr. Toney, Mr. Curley and Gerold Dermid. Dr. Coleman asked if OMH could have discussions with subcommittees. Linda Anderson noted OMH could provide information to subcommittees but must have an agenda and follow Open Meeting Law for discussions. However, one person could be assigned a task and have it brought back to the Advisory Committee.

Dr. Coleman clarified that OMH staff would put together a plan on how to proceed with coordinating a town hall meeting. She also requested from the Advisory Committee, faith-based contacts and ideas of locations for a town hall meeting.

3. Review and Approve New Advisory Board Member Press Release

The Advisory Committee reviewed the revised Press Release to recruit new committee members.

Dr. Toney called for a motion to approve the New Advisory Board Member Press Release as presented.

MOTION: Mr. Curley made a motion to approve and send out to the State Public Information Officer (PIO) as soon as possible.
SECOND: Emilia Guenechea
PASSED: UNANIMOUSLY

4. Review and Approve Revised Bylaws

The Advisory Committee reviewed the revised OMH Bylaws. Dr. Toney called for a motion to adopt revised Bylaws.

MOTION: Mr. Curley made a motion to adopt.
SECOND: Ms. Guenechea
PASSED: UNANIMOUSLY

5. Update on Program Budget and Carryover Request

Ramya Durosinmi gave an overview of both Federal and State budgets. Ms. Durosinmi noted both budgets are currently on target. She noted that 53% of the fiscal year had lapsed and 42% had been spent. She also noted that a carryover request for \$35,796 on the federal budget is pending and there may be a possible additional carryover of \$7,438.63 from furlough savings.

6. Update on Fundraising Plan

Dr. Coleman gave an overview of possible grant opportunities the OMH had been working on. She discussed collaborations with CIGNA, UC Berkley and other partners on a Robert Woods Johnson grant to educate the community from Ward 5 on various health issues. She also reported each entity will receive \$8,000 for participating on their Advisory Committee and attending meetings. She further indicated these agencies are also partnering on a National Institutes of Health (NIH) grant currently under negotiation. Each entity would get \$10,000 for their work on the grant. Other possible fundraising opportunities mentioned were a \$199,000 Healthy Start grant with the Health District, a Workforce Investment Board grant for \$200,000 for training Limited English Proficiency (LEP) individuals in Health Care jobs, and a \$5,000 subgrant for Diabetes Prevention activities with the Nevada State Health Division (NSHD) Diabetes Prevention Program.

Dr. Coleman also stated OMH was interested in the Children's Health Insurance Program Reauthorization Act (CHIPRA) funds and asked if anyone in the Advisory Committee was familiar with this opportunity. Mr. Curley replied he was aware the funds were coming out and targeting underserved populations, specifically Tribal areas.

7. Update on Strategic Plan Implementation

Dr. Coleman gave an update on the Strategic Plan implementation. She reported in terms of outreach, the OMH is working to disseminate information in the community through a Library Campaign, Health Disparities Information Fact Sheet, OMH E-Newsletter and Resource Directory. The intent is to give exposure to the OMH by having people ask questions so they can know who we are and what we are doing. Since this is mostly a mail-out campaign OMH will need the assurance of funds to do all of the above. Dr. Coleman also mentioned an additional piece of the Strategic Plan implementation is the Coalitions Database; a student intern is working on it and making it quite extensive. In addition, the OMH worked with the

NSHD on the CLC conference. OMH has also partnered with the Southern Nevada Area Health Education Center (SNAHEC) to develop a curriculum and implement trainings along with their agency.

8. Review, Discuss and Possible Approval of Bill Draft Request (BDR) for 2011 Legislative Sessions

Dr. Coleman announced the new Bureau Chief is Deborah Harris.

Dr. Coleman went over the 3 Bill Draft Request (BDR) suggestions to submit to the legislature and asked how the Advisory Committee wanted to proceed.

- 1.) Require doctors enroll as Medicaid/Medicare providers to have Cultural and Linguistic Competency/Culturally and Linguistically Appropriate Services Standards (CLC/CLAS Standards Training) prior to approval
- 2.) State Medical Boards and accrediting agencies require doctors to have CLC/CLAS Standard Training prior to being licensed
- 3.) Required J-1 Visa Program doctors to complete CLC/CLAS Standards Training for enrollment in J-1 Visa Program

Mr. Curley recommended drafting BDRs and submitting to NSHD for Richard Whitley to incorporate with his submission packet to the Nevada Legislature. He also noted if BDRs of this type are already on the table to make sure it is noted the OMH supports them.

Mr. Dermid stated the rate of HIV in Nevada is two times the national rate and menu labeling would be additional BDRs to draft.

Mr. Curley moved to table this item to next meeting. Dr. Coleman requested the Advisory Committee send in their ideas on the BDRs by the end of February.

9. Discussion and Possible Approval of Board of Health (BOH) Reporting Process for OMH

Dr. Coleman gave an overview of the BOH process and mentioned the importance of the OMH needing to report to an agency. Ms. Anderson suggested the OMH talk to NSHD.

Dr. Coleman reiterated the OMH needs to report to the BOH and needs to be on their agenda. Mr. Dermid suggested putting together a Power Point presentation to BOH but doing it after the town hall meeting to include pictures of the event.

Dr. Toney called for a motion to develop a formalized reporting mechanism to the BOH.

MOTION: Mr. Curley made a motion.
SECOND: Ms. Brady
PASSED: UNANIMOUSLY

10. Update on Cultural and Linguistic Competency (CLC) Strategic Planning Session

Dr. Coleman reported on the CLC Strategic planning session. Dr. Coleman stated discussions during the meeting included strategic directions, education, evaluation and accountability and organizational shift such as implementing CLC through the NSHD. She reported Ms. Sockalingam had gathered information during the session and had put together and submitted an action plan to the NSHD. Dr. Coleman also noted a meeting was pending for the implementation phase and invited the Advisory Committee members to the next meeting.

Dr. Toney commented she felt OMH was being left out of major opportunities and funding.

Dr. Toney called for a motion to arrange a meeting with NSHD leadership.

Roll call was called to confirm a Quorum was still established.

MOTION: Mr. Dermid made a motion to arrange a meeting with NSHD leadership like Mr. Whitley, Mike Willden and Dr. Tracey Green.

SECOND: Mr. Curley

PASSED: UNANIMOUSLY

Mr. Curley suggested for future motions and votes a roll call should always be conducted to confirm a Quorum is established and validate the motion.

11. Discussion and Possible Approval of Meet and Greet Session with the Office of Minority Health and the Office of Minority Affairs (OMA)

Dr. Coleman asked about the possibility of coming together with the Office of Minority Affairs (OMA). Both agencies were discussing visibility of agencies and the idea surfaced of doing a meet and greet with the Nevada State Legislature to get exposure. Both Mr. Dermid and Mr. Curley felt it was a good idea to have a meet and greet to discuss BDRs and get support for them. Mr. Curley suggested approach with BDRs in hand.

Dr. Toney called for a motion to approve process for a meet and greet effort between the OMH and the OMA.

MOTION: Mr. Curley made a motion.

SECOND: Mr. Dermid

PASSED: UNANIMOUSLY

12. Review and Discussion of Health Care Issues

Dr. Coleman asked the Advisory Committee if anyone had any health care issues they want the OMH to focus on.

Dr. Toney mentioned the issue that came up previously about Women and mammograms regarding the change on breast screening requirements. She felt OMH should have more input or voice on various issues. She also stated OMH should be more involved in Health Care Reform and how it impacts minorities and issues like the current situation with Haiti's Earthquake.

Mr. Curley agreed that OMH is being minimized within the NSHD and a meeting with its leadership will go a long way in moving in the right direction.

13. Develop and Approve Schedule for 2010 OMH Meetings

Dr. Coleman noted dates for the upcoming OMH Advisory Committee meetings needed to be established for the year. Discussion ensued regarding changing the time of the meetings to something more appropriate for the committee. It was decided the committee would try an afternoon meeting for the next OMH Advisory Committee meeting. Proposed dates are as follows;

- Wednesday March 24th, 2010 at 1:00 pm
- Wednesday June 16th, 2010, time to be determined
- Wednesday September 15th, 2010, time to be determined
- Tuesday December 7th, 2010, time to be determined

Dr. Toney called for a motion to adopt meeting dates for the calendar year 2010.

MOTION: Mr. Curley made a motion.
SECOND: Mr. Dermid
PASSED: UNANIMOUSLY

14. Public Comment

Dr. Coleman asked about scheduling a meeting with NSHD leadership. The committee discussed various dates and the committee concluded the meeting with NSHD leadership would be scheduled in Carson City at the same time of next OMH Advisory meeting which is March 24, 2010.

The meeting was adjourned at **12:55 p.m.**