

**LOS ANGELES COUNTY DEPARTMENT OF MENTAL HEALTH**  
**Office of the Deputy Director of Strategic Communications - Underserved Cultural Communities (UsCC)**  
**API UsCC subcommittee meeting**

**Date:** April 25, 2019 (2-4 p.m.) at Asian Pacific Counseling and Treatment Centers (APCTC)  
**Present:** Phaly Sam, Leo Lishi Huang, Rocco Cheng, Patricia Oh, Ann Marie Yamada, Young Moon, Michelle Wong, Jen Wu, Mariko Kahn, Aparna Hande, Sharon Hilahan, Yanzie Chow, Usophea Chim, Samin Yoak, Sokha Chan, Samen Pou, Richer San, Lolita Namocatat, Sawako Nitao, Anna Yun Hee Lee, Rev. Hyocheol (Peter) Kim **Participants via conference call:** Maile Phan, Eunice Kim, Marlene, Pam Inaba

**DMH Staff:** Mirtala Parada Ward, Keacha Stewart, Neelofer Tayyib

Agenda Items	Comments/Discussion/Recommendations/Conclusions	Action Item	Person(s) Responsible
<b>Welcome &amp; Introductions</b>  <i>Phaly Sam</i>	API UsCC Co-chairs (Leo Lishi Huang and Phaly Sam)		
<b>Meeting Minutes &amp; Code of Conduct</b>  <i>Leo Lishi Huang</i>	<ul style="list-style-type: none"> <li>● Minutes (for 3/28/19 meeting) were voted on and approved.</li> <li>● Leo Lishi Huang discussed the code of conduct with the members. This is an agreement that everyone will respect each other, and use basic etiquette during the discussion. Members will allow everyone a chance to speak, no cross talking, etc. Nina requested everyone to sign the code of conduct and turn in the copy. She shared that this is a voluntary decision.</li> </ul>		
<b>Discussion: API Wellness Summit 4/11/19 Debrief</b>  <i>Leo Lishi Huang</i> <i>Phaly Sam</i>	<ul style="list-style-type: none"> <li>● Leo Lishi Huang shared that he felt great about the entire Summit and that he received great feedback from some consumers. He shared that many of the guests were very happy about the translation services that were provided. He shared that he was very happy being honored and receiving an award. He also felt that the Summit brought everyone closer together as a subcommittee.</li> <li>● Phaly stated she was very happy with the event she thought it was fantastic. She was very proud to attend and honored to be a part of it and excited that the Cambodian culture was able to be shared - the community presence was great.</li> <li>● Other feedback is included below</li> </ul>		

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	<ul style="list-style-type: none"> <li>○ Rocco Cheng did a wonderful job as the MC.</li> <li>○ Attendees who joined the Tai Chi class, had a really had a great time.</li> <li>○ Attendees liked the variety of the presentations offered.</li> <li>○ One member shared that several parents was invited to attend the conference and after the conference the parents shared they felt more comfortable to share that they have kids who are consumers.</li> <li>○ Hearing the stories from the consumers and family members was a favorite part of the conference.</li> <li>○ Attendees were very impressed about the storytelling part of the conference.</li> <li>○ After attending the conference, a member expressed how he now has a better understanding of mental health.</li> <li>○ Attendees expressed that they liked that the conference had a mix of different cultures and groups that attended. Everyone showed respect for one another.</li> <li>○ A member expressed that the US Government is so wonderful, and she really appreciates it. Everyone did a great job throughout the DMH.</li> <li>○ Some attendees wished individuals had more time to share their stories.</li> <li>○ There was a suggestion to have an open mic session at the conference, so others can share their stories.</li> <li>○ Attendees stated that they would like to hear more of the stories surrounding substance abuse and wished the individuals would have had a little more time to tell their story.</li> <li>○ The Never Sop Band was very good and people enjoyed the performance and were dancing.</li> </ul> <ul style="list-style-type: none"> <li>● Nina Tayyib provided the group with a summary of the attendees and the Survey that was distributed during the Summit: <ul style="list-style-type: none"> <li>○ There were 219 attendees total and the largest number were consumers (78 individuals) followed by community members, DMH staff, family members, peer advocates, and health promoters. and family advocates.</li> <li>○ Interpretation services were provided for 57 people, including 6 different languages including Cambodian/Khmer, Cantonese, Korean, Mandarin, Thai</li> </ul> </li> </ul>		
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	<p>and Vietnamese.</p> <ul style="list-style-type: none"> <li>○ 34 DMH staff attended who were from Directly Operated clinics (e.g. API Long Beach, API Coastal, etc.) and contracted agencies (e.g. PACS, SSG, APCTC, KYCC, APFC, etc.).</li> <li>○ About 100 surveys were submitted and overall most responded that, as a result of this event, their knowledge and awareness of mental health and recovery increased. There was a lot of positive feedback.</li> </ul>		
<p><b>Discussion API UsCC Meetings (July – December 2019)</b></p> <p><i>Leo Lishi Huang</i></p>	<ul style="list-style-type: none"> <li>● YourDMH is a new initiative to gather more feedback from the Community and to better engage stakeholders. The document has been shared with the subcommittee previously.</li> <li>● The UsCC Leadership will be developing a new charter as required in YourDMH, which will include rules pertaining to Co-chairs, voting privileges, etc. and will apply to all UsCC subcommittees. Once a draft is developed, each subcommittee will have a chance to provide feedback. There will be an opportunity to provide feedback on cultural adaptations of the charter to tailor it to meet the needs of each cultural community. There was a suggestion to start an Ad Hoc subcommittee to work on the charter, rather than have the whole group meet.</li> <li>● Suggestions for meeting location, time and frequency was requested at the meeting, with the goal being to increase participation and representation. <ul style="list-style-type: none"> <li>○ The PACS office (near LAX) was suggested as a meeting location and includes free parking.</li> <li>○ The California Endowment was also suggested due to its location and parking.</li> <li>○ Members stated that they liked having the breaks during the meeting.</li> <li>○ There was a request for Lyft codes to attend meeting.</li> </ul> </li> </ul>	<p><b>Follow up on suggested locations</b></p> <p><b>Follow up on Lyft codes for meetings</b></p>	<p style="text-align: center;">Nina</p>
<p><b>Update: Present API UsCC Capacity Building Projects</b></p>	<ul style="list-style-type: none"> <li>● Mirtala provided the group with an update on the 2 projects that are pending</li> </ul>		

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<p><i>Mirtala Parada Ward</i> <i>Nina Tayyib</i></p>	<p>implementation: “API Families – Supporting Through Recovery” and the “Sharing Tea, Sharing Hope” projects.</p> <ul style="list-style-type: none"> <li>● The “API Families - Supporting Through Recovery” project was recently awarded to Dr. Rocco Cheng. Mirtala and Nina will meet with Rocco to discuss the deliverables. Rocco will provide feedback/update on the projects to the group on a regular basis. Rocco shared that his goal is to develop materials to help engage and educate with family members on how to care for themselves while also supporting a consumer in his/her own recovery. Rocco will reach out to some of the members to discuss how to outreach and engage to the target communities. He will develop a reference guide to assist family members in the specific target communities. Rocco shared that he received an email asking him about the awarding process. Rocco shared with the group that the committee brainstorms on what topics the committee wants to move forward in the following year. Afterwards, the group voted and then the UsCC unit and ISD take over the process from that point for the bidding and awarding process. Mariko expressed concern that A3PCON did not receive notice about the solicitation. Nina shared that anyone with concerns about the bidding/awarding process will need to discuss their concerns with ISD directly, as that Department is responsible for sending out notice of open bids and posting it on their website, as well as awarding the project.</li> <li>● The “Sharing Tea, Sharing Hope” project should be awarded very soon. Mirtala shared that the project was sent out for solicitation and hopefully it will be awarded before the next meeting.</li> <li>● Mirtala updated the members on some new changes pertaining to conferences. She shared that the Department is centralizing all the conferences. She shared that DMH is potentially looking have all the ethnic groups host their own conference. The funding will most likely come from PEI dollars, not capacity building projects. As a result, conferences as capacity building projects are on hold. Mirtala suggested that the subcommittee consider “community symposiums”, which are similar to conferences but shorter. They can be for a large group and be held at various</li> </ul>	<p style="text-align: center;"><b>Update on Sharing Tea, Sharing Hope Project</b></p>	<p style="text-align: center;"><b>DMH</b></p>
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	<p>Service Areas for one project, instead of just one day. She reminded the group that the Capacity Building Projects cannot repeat themselves.</p>		
<p><b>Discussion: Next API UsCC Capacity Building Projects</b></p> <p><i>Nina Tayyib</i>  <i>Leo Lishi Huang</i>  <i>Phaly Sam</i></p>	<p><b>Review Process, Guidelines and Application</b></p> <ul style="list-style-type: none"> <li>● Nina Tayyib informed the members that the API UsCC group has been awarded \$200,000 for the next round of capacity building projects for FY 19/20. One project cannot exceed \$99,999 so the group will have at least 2 projects for the Fiscal Year. The projects will start in FY 19/20 and the timeline can be up to 1 year to complete the project.</li> <li>● Nina reviewed the UsCC Capacity Building Project Guidelines and Application with the group. This meeting and the next meeting will focus on brainstorming and the meeting on 6/27/19 will be for formal Proposal Presentations. All projects must be submitted with a formal proposal application and also presented at the 6/27 meeting (10-15 minutes), in order to be considered.</li> <li>● Once a proposal is submitted, it then belongs to DMH. Changes made be made based on the needs of the community, feedback from the API subcommittee, and DMH requirements.</li> <li>● After the presentations in June, voting members (who have attended 50% of the meetings in the last calendar year) will vote on the projects. The subcommittee will be informed of what projects are selected.</li> <li>● Once the projects are selected Mirtala and Nina will research and gather information pertaining to this project to determine the approximate budget. The LA County Internal Services Department (ISD) to put the project out to bid. ISD will then award the project to the bidder who meets all the requirements.</li> <li>● Nina shared information on the Vendor ID registration process and shared that individuals or organizations can register. She stated that only registered Vendors will receive notice of projects being put out to bid and have the ability to bid. All potential bidders were encouraged to register as soon as possible.</li> </ul> <p><b>Brainstorming:</b> The group discussed ideas to help the API community reduce mental health related stigma and increase awareness. The ideas discussed are listed below and all ideas must be tied into mental health.</p> <ul style="list-style-type: none"> <li>○ Training for the community about API LGBTQ mental health issues.</li> </ul>		

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<p><b>Upcoming Meetings</b></p>	<ul style="list-style-type: none"> <li>○ Job training for consumers on how to start small businesses.</li> <li>○ High school level internships (including a curriculum) for API youth to study/learn about the API community and mental health issues.</li> <li>○ Mental Health training program for API peers and family members. (different than the previous project implemented on this topic)</li> <li>○ Development of a community network to for API consumers using social activities (book club, exercise/sports, etc.) in order to improve social skills, and reduce isolation.</li> <li>○ Develop a Storytelling project that includes interviews (audio/video) with API consumers telling their recovery stories and making the stories accessible after the end of the project (online, Story Corp, etc.)</li> <li>○ API community dance competition (similar to Dancing with the Stars) to include dance classes and mental health awareness/promotion.</li> <li>○ API community Arts &amp; Music (including dance, poetry, etc.) festival geared towards recovery, hope, and resiliency.</li> <li>○ Reading promotion for consumers such as a book club to reduce isolation</li> </ul>		
<p><b>API UsCC meeting</b>          (Proposal Presentations)  <b>Thursday/June 27, 2019</b>          2pm to 4pm/APCTC</p>			