

**Los Angeles County Department of Mental Health  
 API Underserved Cultural Communities (UsCC)  
 Subcommittee Meeting Minutes  
 September 23, 2024, 2:00 pm-4:00 pm**

**Present:**

Jasmine (no last name), Jed Baris, Jennifer Norman, Jennifer Yates, JR Kuo, Kerry Chhay, Mahtab Javed Siddiqui, Maria Tan, Myung Chung, Norio Iwahori, Richer San, riKu Matsuda, Rocco Cheng, Samnang Tith, Sheetal S. Ayyatan, Sheila Wu, Sithea San, Violeta Villareal Leones, Pastor Kim,

**Korean Interpreters:** Samantha Yu, Sun Lim

**CART Captioner:** Sara Hill

**DMH Admin:** Jennifer Alquijay

Agenda Items	Comments/Discussion/Recommendations/Conclusions
<b>Welcome &amp; Introductions</b>	Co-Chairs and Subcommittee Members
<b>Land Acknowledgment</b>	Co-Chairs, Jennifer Alquijay LA County Land Acknowledgment: <a href="https://lacounty.gov/government/about-la-county/land-acknowledgment/">https://lacounty.gov/government/about-la-county/land-acknowledgment/</a>
<b>Code of Conduct Review</b>	Co-Chairs, Jennifer Alquijay
<b>Review of Meeting Minutes</b>	The meeting minutes of Aug, 2024, were approved. Motion by Rocco Cheng to approve minutes and seconded by Sithea San.
<b>DMH Updates</b>	Jennifer Alquijay provided some updates. <ul style="list-style-type: none"> <li>• Reminder that we can use a 2 min timer during discussions to make sure share time equally between group members</li> <li>• Code of Conduct for the UsCC meetings - will send out with the Meeting reminder emails</li> <li>• Jennifer to follow up regarding the Survey sent out last month by Dr. Lee about how to split up the projects - eligible members voted. Will find out results to present to mtg.</li> </ul>
<b>Capacity Building Project Update</b>	<ul style="list-style-type: none"> <li>• Most of the projects are out. Will have more details next month about the results of the Bidding process.</li> <li>• Rocco Cheng - discussed status of the Recovery Talk Project - obtained several speakers for the videos. Violeta did her presentation live. Great presentation. Thanks to everyone for help with finding Filipino speakers.</li> </ul>

	<ul style="list-style-type: none"> <li>• Jennifer Norman asked about project amount limits</li> <li>• Dr. Alquijay - indicated the maximum amt for any project is \$99,999 (under 100K).</li> <li>• Dr. Rocco Cheng asked for clarification about the possibility of an agency having more than one project.</li> <li>• The answer is that yes, it is possible for one agency to be awarded more than 1 project. Internal Services Division tries to award projects to a variety of vendors, but sometimes very few vendors bid on the projects. So one vendor may end up with 2 projects if there are not enough vendors who bid.</li> <li>• Dr. Sheila Wu asked for a list of past awardees of API projects. Dr. Alquijay will see if she can get a list to provide to the UsCC of the history of project - and to encourage new vendors to bid on the projects.</li> </ul>
<p><b>API UsCC Flyer Discussion</b></p>	<p>Jennifer Alquijay displayed the old 1 page and API UsCC flyers. Invited input and design ideas regarding color, content. Will work on getting a flyer designed and approved and then see about getting flyers in multiple languages.</p> <ul style="list-style-type: none"> <li>• Reminder that Sithea San suggested creating flyers in multiple languages for diversity and inclusion.</li> <li>• Someone suggested adding a QR code for the Mtg or for the Website link to the API Uscc</li> <li>• Jennifer Norman indicated an interest in helping to redesign the flyers</li> <li>• Dr. Wu- suggested some newer designs, or colors, and English on the front and then other languages on the back of the 1 page?</li> </ul>
<p><b>Community Announcements &amp; Open Discussion on Non-Agenda Items</b></p>	<p>Community Announcements:</p> <ul style="list-style-type: none"> <li>• Violeta - Event at the Long Beach Public Library - Film Screening - “Translator”</li> <li>• Jennifer Norman asked about any discussions due to litigation around DEI initiatives, like Affirmative Action and race specific programming. Request to possibly put the discussion on the agenda - Due to 80 different lawsuits</li> <li>• Richer mentioned possibly bringing a speaker to address this issue</li> <li>• Rocco Cheng - brought up the timing of Nov (week of Thanksgiving) and Dec (Christmas Week)</li> <li>• We usually skip December meeting - so will go DARK</li> <li>• Group voted to meet one week earlier for Nov mtg - Will have the mtg on Nov 18th.</li> <li>• Dr. Sheila Wu- asked about resources for the seniors who lost their homes in the recent fire.</li> <li>• Richer asked about Lifelinks book brought up at the leadership mtg - this is the Lifelinks project - Dr. Horn will come to speak about the Life links project in October.</li> </ul>
<p style="text-align: center;"><b>Upcoming Meeting: Monday, Oct 28, 2024 (2:00 pm-4:00 pm)</b></p> <p style="text-align: center;">For more information about the API UsCC, please see its website:  <a href="https://dmh.lacounty.gov/about/mhsa/uscc/asian-pacific-islander-api-uscc/">https://dmh.lacounty.gov/about/mhsa/uscc/asian-pacific-islander-api-uscc/</a></p>	