



# Minutes

**Committee:** Equity Committee

**Date:** 08/10/2023

**Duration:** 12:00 – 1:00

**Meeting Place:** Zoom virtual meeting

**Attendance:**

P = Present  
 TC = Attended via Dial in  
 A = Absent

Equity Committee Members							
A	Guen Brown	P	Claire Burrus	A	Junghee Cho		
P	Jesus Gonzales	P	Sulipsa Luque	A	Soleece Watson		
A	Lori Neyland	A	Kellee Coleman	P	Tiffany Hart		
Co-Chairs							
P	Kimberly Holiday	P	Esteban Olave				
Other Community Members							
	Kelly Grant		Cassandra Richards		Cody Andrews		Kayla Yerby
	Karem Castillo		Courtney Seals		Clara Ann		
ECHO Support Staff							
P	Chris Davis						
Other ECHO Staff							
	Jenelle Adetunji		Joshua Taylor		Meagan Biscamp		
	Tania Hughes						

AGENDA		DISCUSSION	ACTION ITEMS
I. Welcome & Check-in			•
II. Updating the APAT	C. Burrus	<ul style="list-style-type: none"> <li>● Background               <ul style="list-style-type: none"> <li>○ Changes to Austin Prioritization Assistance Tool (APAT) are proposed and approved by APAT workgroup and Equity Committee - but these changes don't happen in real time or quickly because of training/re-assessment needs                   <ul style="list-style-type: none"> <li>■ Confusion around how often this should be/is happening, and Equity can provide ECHO direction on how often to do this.</li> </ul> </li> <li>○ Would be good to make updates in chunks since it takes time</li> </ul> </li> <li>● Discussion               <ul style="list-style-type: none"> <li>○ This group can decide how frequently to recommend changes be made (yearly? quarterly?)</li> </ul> </li> </ul>	

AGENDA	DISCUSSION	ACTION
	<ul style="list-style-type: none"> <li>■ Suggestions for quarterly, 2x/year, 3x/year - need to have time to train, etc.</li> <li>■ Initial feedback from ECHO is twice a year would be doable</li> <li>○ Want to leave room for changes/improvement if it's deemed updates need to be more frequent</li> <li>○ Next steps: C. Burrus brings to APAT development workgroup to continue drafting recommendations</li> </ul>	

AGENDA	DISCUSSION	ACTION
<p><b>III. Equity Committee Roadmap</b></p>	<p>K. Holiday, T. Hart</p> <ul style="list-style-type: none"> <li>● Background <ul style="list-style-type: none"> <li>○ LC revised roadmap to provide committees with better marching orders to accomplish the work</li> <li>○ Looking for feedback from committees on priorities</li> <li>○ New roadmap draft available <a href="#">here</a></li> </ul> </li> <li>● Equity priorities <ul style="list-style-type: none"> <li>○ Priority 1 <ul style="list-style-type: none"> <li>▪ Insight into priority 1.2 - rather than every committee, etc. going through Equity Committee to get equity analysis (lots of back and forth), everyone can use the same tool to do analysis themselves - hoping to have a draft of this tool by December; will have a toolkit to pull from/model from on the national level <ul style="list-style-type: none"> <li>● Not every situation will be covered by the tool, so don't want to lose focus on system-wide level and monitor for any missteps</li> <li>● This tool can be a living tool - maybe committees can be responsible for sending back updated tool when they complete an equity</li> <li>● Setting up meeting to get started working: Tiffany, Kayla, Tania, Sulipsa, Esteban = Equity Review Tool Workgroup</li> </ul> </li> <li>▪ Priority 1.1 - related to working with trans clients, and this expertise is not currently present on Equity or in the room; can call on ECHO to support community recruitment <ul style="list-style-type: none"> <li>● Are we rushing this priority to meet the deadline (set for December 2023) if we put this one first? - can provide feedback to LC that reprioritization may be necessary <ul style="list-style-type: none"> <li>○ Suggestion to keep as top priority due to sense of urgency around anti-trans legislation - acknowledging there will be work to do on front end to get right people in the room</li> <li>○ Suggestion to reach out to LifeWorks for recruitment</li> </ul> </li> <li>● It feels like this prioritizes one group over others <ul style="list-style-type: none"> <li>○ Equity has so many groups to focus on, putting one on the map doesn't mean the others are less important, just that focusing on one group that is so far behind in explicit equity focus</li> </ul> </li> </ul> </li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>

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	<ul style="list-style-type: none"> <li>o Also worth noting with anti-trans legislation in Texas, it is important to make as safe a space as possible for trans people</li> <li>● <i>C. Burrus agreed to start the Best Practices for Working with Trans Clients Workgroup</i></li> <li>▪ <b>Recommendations</b> <ul style="list-style-type: none"> <li>● Keep priorities as is - ask for assistance from LC to get right people at table</li> <li>● Created workgroup to get started on second task</li> <li>● <b>Unanimous vote to approve</b></li> </ul> </li> <li>o Priority 2 <ul style="list-style-type: none"> <li>▪ Racial Equity analysis of HRS (priority 2.2) feels like a huge ask and could use real expertise of a consultant to conduct this</li> <li>▪ Suggestion for something much smaller - ECHO's Research &amp; Evaluation Team is going to begin conducting annual staffing surveys of HRS staff - which identities, experiences are represented in our system? - would be great if this is an Equity Committee task that LC could require of providers</li> <li>▪ Can we get clarification from LC about whether there's a specific thing they are hoping the analysis does/any specific areas they think it's needed?</li> <li>▪ Priority 2.1 <ul style="list-style-type: none"> <li>● Excited about improving data collection - things are constantly changing fast, and we can and should be more responsive to changes in ways people are identifying</li> </ul> </li> <li>▪ <b>Recommendations</b> <ul style="list-style-type: none"> <li>● Ask for clarification on 2.2</li> </ul> </li> </ul> </li> </ul>	
<p><b>IV. Updates &amp; Announcements</b></p>	<ul style="list-style-type: none"> <li>● Voting member roster (update information here: <a href="#">Voting Roster Spreadsheet</a>) <ul style="list-style-type: none"> <li>o Only voting members of Equity Committee, update your information in this spreadsheet (in the Equity tab at the bottom) ASAP</li> <li>o Always looking for more voting members</li> </ul> </li> <li>● Workgroup Updates <ul style="list-style-type: none"> <li>o Active Workgroup Updates <ul style="list-style-type: none"> <li>▪ APAT Development <ul style="list-style-type: none"> <li>● Working on Coordinated Assessment policy proposal - bonus APAT dev workgroup on Aug 22 to continue work - hope to have draft proposal to bring to Equity next month</li> </ul> </li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>●</li> </ul>

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	<ul style="list-style-type: none"> <li>▪ PLE Support Space               <ul style="list-style-type: none"> <li>● Canceled last month - looking for someone else on LC with LE who can hold this space monthly because Tiffany is stretched too thin to commit to ensuring it can happen every month (which is the desire of attendees)</li> </ul> </li> <li>o Inactive Workgroups               <ul style="list-style-type: none"> <li>▪ Policies &amp; Procedures Workgroup</li> <li>▪ Trainings Workgroup                   <ul style="list-style-type: none"> <li>● Status update</li> </ul> </li> <li>▪ Professional Development Workgroup                   <ul style="list-style-type: none"> <li>● Status update</li> </ul> </li> </ul> </li> </ul>	
Adjournment	<ul style="list-style-type: none"> <li>● <b>Next Meeting: 9/14/23 12:00PM – 1:30PM; Virtual meeting via Zoom</b></li> </ul>	