

**Partnership for a Healthy Durham  
Racial Equity Task Force  
Zoom  
March 23, 2021  
MINUTES**

**Facilitator: Marissa Mortiboy**

**Meeting Outcomes**

- Outcome 1: Review and discuss materials provided pre-meeting
- Outcome 2: Determine next steps
- Outcome 3: Decide about participating in Dr. Nowell's study

<b>Present:</b> Don Bradley, Marissa Mortiboy, Jeff Howell, Natalie Rich, Mel Downey-Piper, Pam Diggs, Najla McClain			
Project/Topic/Goal	Major Discussion Points	Recommendations	Action Steps
<b>Welcome &amp; Introductions</b> <i>Marissa Mortiboy</i>	What song always puts you in a good mood or makes you want to dance?		
<b>Review February minutes</b> <i>Marissa Mortiboy</i>	There were no changes to the minutes.		
<b>Where Do We Go From Here?</b> <i>All</i>	<p>Where are we with the work of the committee? Where do we go next? Do we need to open the group back up due to the small size?</p> <p>The purpose of the task force is to operationalize the racial equity principles. What are we doing, what is the tangible outcome? Once we know where we're headed, then can reach out to people. What would you like to see us do? It is important to continue this work to be accountable to the community.</p> <p>People feel they can skip the meeting because the work has not been moving forward. There is some fatigue and people want to know what we will do. Racial equity is being addressed by a lot of</p>	<p>Reach out to people on the task force email list to see if they are still interested in participating.</p> <p>Be clear on what the task force is doing and where we are going.</p>	

**Partnership for a Healthy Durham  
Racial Equity Task Force  
Zoom**

	<p>different meetings in Durham. Jeff Howell shared that he didn't know about the task force until he was part of the Steering committee.</p> <p>Mel shared having working meetings with the American Heart Association where they talk for the first 5 minutes, do work and check in at the end works well. We could use the task force meetings in a similar way for working meetings.</p> <p>The group reviewed the February minutes and the list of items previously discussed.</p> <p>Suggestions for action at this meeting:</p> <ul style="list-style-type: none"> <li>• Hire a facilitator to assist with culture change of the Steering committee and conduct an assessment</li> <li>• Focus on community forums around health priorities, inclusive community health improvement plan (CHIP) planning and sharing Community Health Assessment (CHA) results</li> <li>• Do an equity assessment of the Partnership to check on ourselves</li> <li>• What can we do to deal with equity issues post-pandemic?</li> <li>• Serve as a consultant role for the committees to ensure incorporating equity into the work- checklist or report card for how the work is changing, as a start taking the principles and asking the committees if and how they are putting them into practice and to talk about how they are, keep these things in mind when developing CHIPs</li> <li>• Put racial equity principles on a one-pager for committees and use stop light- red, yellow, green on where committees are related to principles for co-chairs to assess and take action based on the results, use as basis for conversations with committees and part of action planning process, how are we measuring impact and differences?</li> </ul>	<p>Pam recommended potential facilitators.</p> <p>Map task force work to the Partnership racial equity principles to re-engage people. Show how the principles are continuing to show up in the work.</p> <p>Have committee co-chairs prepared to discuss how they are or aren't using the principles, best practices and ideas, bring back to the committees.</p> <p>Look at where Partnership members are involved across Steering committee, racial equity task force and subcommittees for accountability to see where need to step back and establish</p>	
--	--	--	--

**Partnership for a Healthy Durham  
Racial Equity Task Force  
Zoom**

	<ul style="list-style-type: none"> <li>• Quarterly check in on how things are operationalizing in committees, develop recommendations for committee if needed</li> <li>• Operationalize principles in action plans and how function to work towards those</li> </ul> <p>Task Force Successes</p> <ul style="list-style-type: none"> <li>• Development of the Partnership’s racial equity principles</li> <li>• Defining the identity of the Partnership</li> <li>• Passion and dedication of task force members to drive this work</li> </ul> <p><b>Next Steps for April meeting- small group</b></p> <ul style="list-style-type: none"> <li>• Map Partnership and racial equity task force successes to Partnership racial equity principles</li> <li>• Map checklist from February minutes Partnership racial equity principles</li> <li>• Write blurb from Partnership racial equity task force for April 9 PHD newsletter</li> <li>• Develop survey for committees Partnership racial equity principles and status</li> <li>• Create Jamboard for use April during meeting</li> </ul> <p>Next Steps- Longer Term</p> <ul style="list-style-type: none"> <li>• Hire an outside facilitator during fiscal year 2022 (July 1, 2021- June 30, 2022)</li> <li>• Work with and pay community groups to summarize the health assessment and make it more digestible and help plan community forums</li> </ul> <p>Facilitator</p> <ul style="list-style-type: none"> <li>• Someone who can help with next steps/action</li> <li>• Define what we are looking for in a facilitator</li> </ul>	<p>norms for involvement.</p> <p>Create focus group questions/probes for committee co-chairs and/or help facilitate those discussions.</p> <p>The smaller group of will meet March 30, 12:30-1:30 pm through Zoom.</p> <p>Marissa shared that establishing a contract could take 1-2 months would limit time this fiscal year to implement the contract.</p>	
--	--	--	--

**Partnership for a Healthy Durham  
Racial Equity Task Force  
Zoom**

	<ul style="list-style-type: none"><li>• Define whether helping us decide focus or we decide focus and they help with implementation</li></ul>		
--	---	--	--