

***Communication from the Office of the ACBH Director -***

DATE: January 10, 2020  
TO: All ACBH Team Members  
SUBJECT: **Cultural Competence Summit Planning Meeting today at noon!**

As you may already be aware, Alameda County Behavioral Health has agreed to host the next statewide annual Cultural Competency Summit. I am reaching out to you for support because of your commitment to our diverse communities.

**Cultural Competence Summit 2020**  
**October 19-20, 2020**  
**Oakland Marriott Hotel, Oakland, California**  
**Summit Chair: Javarré Wilson**

**At this juncture, we are looking for dedicated individuals to help form the Summit Planning Committee.**

- Identify a Theme
- Identify the Summit focus and objectives
- Identify and secure two dynamic Keynote Speakers
- Secure culturally diverse entertainment
- Develop a Lunch menu
- Determine number of workshops, then review and rank workshop proposals
- Artwork—design of the program cover page

**Time commitment:**

- 1-hour meeting twice a month at ACBH Office and/or by conference call
- Each person will sign up for a Subcommittee with specific tasks and deadlines
  - ❖ Program and Speaker Subcommittee,
  - ❖ Sponsorship & Marketing Subcommittee,
  - ❖ Logistical/Evaluation Subcommittee,
  - ❖ Decorations and Cultural Exhibit Subcommittee
  - ❖ Entertainment and Cultural Wellness Subcommittee

You will not be working completely from scratch. Templates, duties and responsibilities for each subcommittee are already available to support our efforts.

Summit Planning Meetings are held on the 2<sup>nd</sup> Friday of each month from 12:00pm – 1:00pm at 2000 Embarcadero Cove, Suite 400 in Oakland. In addition, each subcommittee will also meet for one hour each month. **The next meeting is today at noon in the Alvarado Niles Room.** All who are able to participate – are invited to attend!

Please contact Javarré Wilson at [officeofethnicservices@acgov.org](mailto:officeofethnicservices@acgov.org) or 510-777-2118 for more details and if you're interested in joining a subcommittee. Thank you!

