

Immigrant and Refugee Advisory Board January Meeting Minutes

Venue: City Hall Room 370
Date: January 6, 2010
Time: 6:15 to 8:15 PM

Attendance:

- *Board Members:* Devon Alisa Abdallah, Alaric Bien, Paulina Lopez Bermudez, Lesley A. Irizarry-Hougan, Ting-yau Li, Mohamed Roble, Jesus Rodriguez, Magdaleno Rose-Avila, Yasemin San
- *City Staff:* Roxana Norouzi (DON), Yemane Gebremicael (DON), Kimberlee Archie (DON)

Next Meeting Info: Wednesday February 10, 2010 at CAMP-snack Andrea

January Action Items:

Date	Item	Who	Completed	Comments
1/6/10	Send list of boards and commissions for board to select those to make recommendations	Roxana and Alaric	1/8/10	List sent-board to narrow down. Alaric to f/u with city staff
1/6/10	Resend announcement for I&R position vacancies for board to make recommendations	Roxana/Yemane I&R Board	1/9/10 Ongoing	
1/6/10	Draft letter inviting councilmembers to I&R meetings to be voted on at retreat	Lesley	1/29/10	
1/6/10	Review and reassign subcommittee members	I&R board @ retreat		
1/6/10	Complete I&R 2009 annual report	Yemane and I&R board @ retreat		
1/6/10	Send packet with retreat agenda and documents for review	Roxana/Yemane	1/27/09	
1/6/10	Review/revise bylaws regarding absences and medical leave	I&R board @ retreat		
1/6/10	Vote on board meeting start time	I&R board @ retreat	1/30/09	
1/6/10	Nominate and elect new co-chairs for board	I&R board @ retreat	1/30/09	
1/6/10	Make meal arrangements for retreat	Alaric and Yemane	1/30/09	
1/6/10	Meet with Coucilmembers: Rasmussen Clark, and O'Brien	Lisa, Muhamed/Mengstab Halima/Yasemin Halima/Andrea		

Update of December Action Items:

Item	Who	Completed	Comments
Disseminate RSJI workplan	Glenn/Roxana		Completed
Update/edit policy recommendations to be provided to city	Lesley	12/4/09	Completed

Send vacancies for board positions to I&R board	Yemane/Roxana	12/8/09	Completed
Provide list of CM's who have not met with board	Yemane/Lisa	1/6/09	Completed-O'brien, Clark, Rasmussen
Review board vacancies and suggest 2-3 ppl for each position	Policy subcommittee	Pending	Pending-postponed to retreat
Draft letter inviting councilmembers to I&R meetings	Yemane	Pending	Not completed- Lesley will draft letter
Send updated list of attendance summary to co-chairs	Yemane/Roxana	12/22/09	Completed

Brief Summary:

The board established quorum and the December meeting minutes were approved. Kimberlee Archie from the Department of Neighborhoods gave recognition and presented plaques to members who have served their two year term on the board. Mohamed R. and Ting-yau gave thanks to board members and city as this was their last board meeting. The board reviewed the status of action items and also gave updates on subcommittee meetings/actions. The board discussed electing new board co-chairs. Lesley and Jesus accepted nominations and this was agreed to be revisited and voted on at the retreat. An update on those applying for open board positions was given by city staff. The agenda for the upcoming retreat was discussed and input was given on what needs to be accomplished at the retreat. An update on meetings with councilmembers was given by board members and city staff. Additional announcements were given by board members. Devon announced to the board that she is pregnant but will still continue to serve on the I&R board.

Agenda Items:

Housekeeping

- December meeting minutes approved by board
 - All board members unanimously vote in favor of approving Dec minutes
- Quorum for meeting established

Announcements

Kimberlee Archie-Deputy Director of City of Seattle Department of Neighborhoods (in place of Stella Chao who is ill)

- Plaques presented to board members honoring their service on the board
 - Plaques were presented to Mohamed Roble, Ting-yau Li, Jesus Rodriguez, Devon Abdullah
 - Board members honored with plaques not in attendance at meeting: Halima Dahir, Mengstab Tzegai, Shankar Narayan
- Mohamed Roble gave thanks to the board and expressed interest in continuing to help and be involved with board affairs
- Ting-yau Li also thanked board members

Review of December Action Items

- See list above

Board Subcommittee Reports

Policy Committee

- Lesley has submitted the report of the meeting to board members and to Stella. “board is now waiting for response and further direction from city regarding recommendations

Outreach Committee

- Members report that outreach committee did not meet

All Subcommittees

- Board decides to postpone subcommittee check-ins and reassignment of members until retreat later this month
 - This will be included in retreat agenda
- Subcommittee chairs agree to promptly send meeting schedule and notes of meeting to city staff

Election of New Co-Chairs for Board

- Several board members nominate Jesus and Shankar to continue as board co-chairs for continuity
 - Jesus accepts nomination and is willing to continue in position but is also happy to give someone else a chance
- Yemane suggests having a male and a female in co-chair role
- Mohamed R. nominates Lesley to serve as co-chair
 - Lesley accepts nomination
- Board will revisit this issue at retreat due to current missing members, add other nominees in addition to Lesley and Jesus and vote on new co-chairs

Board Vacancies Recruitment Update

- Four applicants who have applied for board position vacancies are announced
- Suggestions for candidates to fill board vacancies will be made by board and referred to Yemane for instruction on how to apply
 - Yemane/Roxana will resend board announcement

Review of Agenda for Retreat

- **Annual retreat will be held January 30th 2010 from 9:00 am-1:00 pm @ Chinese Information and Service Center**
 - Breakfast and lunch will be served-Alaric will work with Yemane on arranging this (let Alaric know budget)
 - City staff will send out reminder email with retreat details
- The City has engaged Maria Batayola to facilitate the board discussion for the 2009 annual report that needs to be finalized
 - The discussion will comprise of reflections of the board’s accomplishments and challenges.
 - Maria will also assist in the process of reviewing the City’s 2010 -2012 Action Plan vis-a-vis the board’s document “ Initial Ideas for Action Plan 2010 – 2012”
 - Per Lesley’s report, the goal of the document is to fill the gaps of the city action plan

- Board review will also include a SWOT analysis (Strengths, Weaknesses, Opportunities and Threats) facilitated by Maria
- Jesus asked to help facilitate other retreat agenda items to move things along
- A draft annual report for 2009 needs to be completed before the retreat
 - Yemane has identified several accomplishments for 2009
 - Jesus will work with Yemane on finalizing this
 - This will be sent to board members prior to retreat
- Draft letter to mayor and councilmembers inviting them to board meetings
 - Lesley will draft and disseminate letter to board so it can be reviewed and finalized at retreat
- Discussion to change board meeting start time
 - Since not all members are present, board decided to vote on this at retreat
 - The three options for changing the meeting time are 1. 6:00-7:30 pm 2. 6:00-8:00 pm and 3. 6:15-8:15 pm
 - Obtain commitment from board to start exactly at agreed time
- Reorder subcommittee assignments and members
- Review/revise bylaws regarding absences and medical leave
- Recommend names to city council for boards and commissions
 - At last meeting board was asked to make recommendations for housing levy board but this has not been done
 - Due to abundance of boards/commissions, Roxana will email list to members to narrow down the ones to make recommendations for
 - Roxana will then email staff of board/commission to inquire about vacancies
 - This will be discussed at retreat
 - Alaric will take lead on determining these boards and commissions
- City staff will send out packet of info, agenda and all information prior to retreat and ask board members to review all components in order to efficiently use retreat time

Meetings with Councilmembers

- Ting-yau reports that CM Clark was sick and cancelled meeting at last minute
 - Ting-yau and Halima were given the opportunity to meet with aid or wait to reschedule meeting and decided to wait and meet with CM Clark in person
 - Since Ting-yau's term is ending board decides to have new board member Yasemin meet with CM Clark in his place along with Halima
- Leno and Alaric met with CM Burgess
- Alaric also met with CM Bagshaw
 - She expressed interest in coming to an I&R board meeting, working with board on getting more from our communities and working with I&R to get involved with other boards/commissions, especially Parks
- City staff Lisa Uemoto will arrange meeting with CM Clark (Halima & Yasemin), CM Rasmussen (Muhamed Q & Mengstab) and CM O'Brien (Halima & Andrea)

Additional Announcements

- Leno - Comprehensive Immigration Reform March on Jan 15th at 9:30. Encourage all to participate in this event

- Mohamed R.-Due to terrorist fears and media, racial profiling is being done with Muslim populations particularly youth
 - This is of high concern and board should be aware of this issue
- Devon-announced that she is pregnant and this may affect her participation on board
 - Will still be an active member but may need to miss some meetings or participate via phone
- Jesus-On January 22nd from 4-6pm at El Centro de La Raza there is a US Census community and faith meeting and all are encouraged to attend
- Jesus-Free flu shots are available to the community
 - Information will be emailed to board to share with community if interested