Immigrant & Refugee Commission	Responsible	Status	Year 1		ľ	Year 2												
			1 2 3 4 5 6 7 8 9 10 11 12						12	1 2 3 4 5 6 7 8 9 10 11 12								
Executive Subcommittee																		
Manage activities and balance load	Jen & Shree	Not started																
Identify individual roles in Subcommittees																		
Make sure everyone is participating, meetings with each subcommittee																		
1 cochair will attend a subcommittee meeting for next few meetings																		
Develop systems to monitor/balance load																		
Make adjustments to subcommittee structure as necessary																		
Follow up meetings with committee members																		
Present work plan to Council and Mayor																		
Understand what each subcommittee is doing in preparation																		
Ask subcommittees to identify which aspects of the work plan are relevant to CMs																		
Develop community outreach strategy	Jen & Shree	Not started																
Explore partnering with other community activities																		
Explore social media options																		
Explore partnering with other commissions																		
Implement outreach plan	Jen & Shree	Not started																
Document role of Co-Chairs	Shree	Not started																
Develop a list of responsibilities	Shree																	
Research other co-chair responsibilities	Shree																	
Cultivate future Co-Chairs	Jen & Shree	Not started												i di la				a mai p
Briefing on the role for the prospective cochair																		i de la compañía de
Compile past correspondence for prospective cochair to review																		i de la compañía de
Lead at least 1 meeting before their term begins									$\square$					T				i Stat
Review the bylaws									$\square$					$\mathbf{t}$				داها
Participate in at least 1 briefing to council or mayor									$\square$					$\mathbf{t}$				i se s
Review Robert's Rules of Order (simplified)									$\square$					$\mathbf{t}$				i se s
Implement Co-Chair term limits	Shree	Not started																
Writing amendment and submitting for final approval													_					
Doc reach/skills/strengths of commissioners	Jen	Not started																
Use index cards at the beginning of meetings																		
Collect information in a joint document																		
Assist in OIRA Director Hiring	Shree	Completed																
First responders to requests from Council/Mayor	Jen & Shree	Ongoing															ک آھ	a mai se
Participate in Five Commission Meetings	Jen & Shree	Ongoing												$\mathbf{t}$				i Str
Education Subcommittee		gg						-			-		•	<u> </u>	-			
Increase bilingualism in education system	Kianoush	Not started																
Pass a bilingual resolution through city council		Not started												أحجر				++
Research/case studies		In progress																++
Schedule briefings with Mayor/Council		In progress											-	$\vdash$				++
Set up a meeting with OFE		In progress											-	$\vdash$				++
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Identify lead city council sponsor		In progress																

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Develop sample language		In progress					
Include language of standards to engage with LEP families Include how languages should be prioritized				 	┼─┼─┤		
Outreach to community contacts for feedback				 	┼─┼─┤		
Communications plan - possibly ethnic media				 <del>}</del>			
Explore possibility of co-passing resolution with SPS school board				 ┍━━╂━━╂━━			
Present to other commissions							
Develop timeline and follow process					┼─┼─┤		
Preschool for All	Roxana	Not started		 <u> </u>	┼─┼─┤		+
Continue to follow/track RSJI toolkit process	Ruxalla	Not started					
Meet with Departments who will be part of analysis process		NUL SIAILEU					
Clarify how analysis will be utilized/implemented							
Continue to be involved at implementation level		Not started					
Monitor how concerns expressed in I & R letter are being addressed		Not Started					+
Hold for Year 2 - pending passage of ballot measure							
Parent Engagement	Michele	Not started					
Promote community/ involvement in decision making process for selection/distribution of fam/ed levy		Not started			┼─┼─┤		
Briefing from Office For Education for next launch of levy dollars and process							
Research best practices to effectively engage and support I&R parents		In progress					
Brainstorm institution to assist with research							
Identify community members that can represent I&R concerns/serve on OFE levy subcommittee							
Adult Education	Simon	Not started					
Support OIRA LEP strategy launch to ensure I & R communities are targeted and needs are met							
If data exists on the I & R workforce trajectories gather and understand							
Gather info & learn abt diff adult ed strategies thru meeting w/ CBO and comm. stakeholders							
Look into transfer of foreign degrees or credentials in various fields to support I & R professionals		In progress					
Meeting in the community		Not started					
Have feedback from parents/students							
Immigration Subcommittee			 	 		 	
Deportation resolution	Dori/Riddhi	Completed					
Divestment resolution	Dori/Riddhi	In progress					
Work with HRC and community groups on resolution		In progress					
Commission field trip: visit NWDC		In progress					
Prevention Campaign/Emergency Plans when facing detention	Riddhi/Dori						
Review and update available materials	Susana/Riddhi	In progress					
Gather estimates and work with OIRA on budget for expenses		Not started					
Create list of contacts and city locations for distribution		Not started					
Finalize distribution plan		Not started					
Immigration Hot Topics	All						
	Veasna						
DACA Education Campaign	veasna	In progress					
Gather information on current campaigns		In progress					+
Research what other cities have done		In progress					+-+-
Track progress on renewal		In progress					
Develop plan to extend into broad I/R community, esp. expansion	1	Not started					
Unaccompanied Minors		Not statted					

Research what other cities have done	Susana	In progress	
Work with Women's comission, write op-ed on UM	All	In progress	
	Riddhi	in progress	
Administrative Relief	Riddhi		
Coordinate w/community groups on resources for application process			
Utilize OIRA website to advertise schedules and resources			
Other support as needed			
Support Economic Justice Subcommittee on U-visas	Riddhi	In progress	
Other/Possible Year2:			
HEAL Act		Not started	
Research Mijas program as could be used here		Not started	
Research possibility of city-issued work permits	Riddhi	Not started	
Economic Justice Subcommittee			
Homelessness Super Committee	Tsegaba	Not started	
Research into other cities/states/countries and their strategies to combat homelessness	Tsegaba		
~Pick three cities/states in the U.S. and how they are working to combat homelessness	Tsegaba	In Progress	
~Find 2 or 3 strategies that have worked to help red. homelessness in diff cities/states	Tsegaba		
Put together a flyer/one pager with resources for homeless I&R communities	Tsegaba	Not started	
~Research into diff homelessness resources for I&R in the city/state and put 1 page	Tsegaba		
Continue to collaborate and meet with sub committee to work on joint goals	Tsegaba		
~Email homelessness super committee to set up next meeting	Tsegaba	Not started	
Write a letter to city - inform & recommend diff models to combat homelessness	Tsegaba	Completed	
~Continue meet & collab w/ homelessness sup committee to draft letter/incorp research	Tsegaba	In Progress	
U visas	Mindy & Farhiya	Not started	
Meet with advocates that work on Uvisas	Mindy & Farhiya	Not started	
Meet with CIR to get a briefing of Uvisas and their work on Uvisas	Mindy & Farhiya	Net started	
Continue to collaborate with CIR Subcommittee	Mindy & Farhiya	Not started	
Work on raising more awareness around Uvisas and their eco benefit through a doc, etc.	Mindy & Farhiya	In progress	
Create a one-pager informational on Uvisas to give to agencies and CBO	Mindy & Farhiya Mohamed & Michael	Not started	
Right to Dignified Affordable Housing Research about the different housing agencies (private and public)	Mohamed & Michael	Not started Not started	
Meet with tenants and advocates with regard to affordable housing	Mohamed & Michael	Not started	
Meet with housing officials/agencies	Mohamed & Michael		
Formulate possible solutions/framework for housing/rent policy development	Mohamed & Michael		
Possibility for Year 2	Monamed & Michael		
Micro Loans			
Washington Cash			
Recredentialing			
Poverty in I&R Senior populations			
Meet with orgs that provide services to combat poverity with senior pops such as NAPCA			
Research into different ways to promote resources for senior I&R populations facing poverty			
Compile a list of resources onto a one pager/resource guide for senior I&R populations facing poverty b	based on research		
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