



City of Seattle
Seattle Department of Neighborhoods
 Stella Chao, Director

Immigrant and Refugee Advisory Board
October Meeting Minutes

Venue: City Hall – CH 370
 Date: October 6, 2010
 Time: 6:00 to 8:00 PM

Attendance:

- **Board Members:** Muhamed Qatrani, Alaric Bien, Lesley Irizarry-Hougan, , Halima Dahir, Jesus Y. Rodriguez, Magdalena A. Rose-Avila, Shankar Narayan, Devon Alisa Abdallah and Cherry Cayabyab
- **Absent Board Members:** Andrea Caupain, Yasemin San, Paulina Lopez Bermudez Mengstab Tzegai.
- **City Staff:** Stella Chao DON, Julie Nelson SOCR, Yemane Gebremicael DON, Fabiola Greenawalt DON and Haley Herr, MSW intern DON
- **Guests:** None
- **Attending:**

Next Meeting Info: December 2, 2010
October Action Items

Date Assigned	Item	Who	Due On	Comments
10/6/10	Plan meeting with Chief Diaz. Board members to be included to attend the meeting: Leno, Shankar, Mohammed, Devon, and Jesus.	Kimberlee Archie - DON	ASAP	Schedule meeting with Chief Diaz ASAP. Contract negotiations with the police guild are underway so it is imperative that the meeting be scheduled this month.
10/6/10	Letter to Family and Education Oversight Committee	Fabiola Greenawalt - DON	Completed 10/7/2010	The letter was approved by the board and there was a request that Fabiola forward the letter to the Mayor, Council, and Levy Oversight Committee before 10/8/2010.
10/6/10	Board members to send preliminary list of contacts to add to	Jesus Rodriguez	Pending	Jesus has only received a list of I&R contacts from Yemane. He still needs the board to forward



	directory			any contacts they have directly to him. This is carry over from September. Board members indicated that they will provide their lists to Jesus ASAP
10/6/10	The Board will draft a letter to City Council and will work on strategies to have presence at the upcoming budget hearings stating which cuts they have concerns on and possibly provide suggestions for other cuts. They will also explore other ways to involve their communities such as using the web, telephone, emails, etc.	Alaric, Jesus, Halima	Before end of October	The letter will touch on concerns such as: <ul style="list-style-type: none"> • Service Center Cuts • Batters Program cuts • Senior Center Cuts • Emergency Service Center cuts • Immigrant and Refugee Initiative Staff cut
10/6/10	Board membership – filling upcoming vacancies.	Julie, Kimberlee, Stella	Before end of October	<ul style="list-style-type: none"> • The Board would like the Mayor’s office staff to inquire of the current applicants, if they would be interested to fill the upcoming vacancies and interview them in November of this year. • The Board recommended inviting those interested in filling vacancies to attend the next two meetings left in the year so they get acquainted with the work the board does. • The Board would also like to recommend that one or two of them be involved in the interview process. They feel it is key for them to have input and be involved in the process.

Brief Summary: The meeting convened with the board establishing quorum. The agenda was switched to accommodate Stella Chao who had other meetings to attend after the board meeting. Later in the meeting, the minutes from September were approved and Action Items were reviewed.

The Mayor's proposed 2011-2012 Budget: Impact on immigrant and refugee communities.

Stella Chao shared information about the Mayor's Proposed 2011-2012 Budget that includes a reduction from the 2010 budget of \$2.84 million (\$2.14 million in the DON General Fund and \$700,000 in the Neighborhood Matching Fund). This includes the cut of 10 positions, of which 1 is vacant and 9 are filled, and a reduction on 1 position which is filled. As a result of the reduction in staffing (14% reduction), there will be significant impacts on DON programs and services.

The final budget is determined by City Council with their final vote on Monday, November 22, 2010. Below is a summary of the direct impacts on DON.

DON has two separate budget categories – one for Neighborhood Matching Fund, and another for the rest of the department (General Fund).

I. NEIGHBORHOOD MATCHING FUND

Neighborhood Matching Fund is taking a 22% cut. No positions are abrogated. We are very sensitive to the fact that all NMF cuts in 2009 were taken in positions: 2.5 positions were abrogated and 4 additional Temporary positions were lost last year. Therefore, this year the focus of the cuts is in operations and actual award dollars. Since last year's cuts also reduced the operations budget, this year's additional operations reductions will be very difficult.

II. DON GENERAL FUND

The Department's proposed General Fund budget is cut 18.2% from the 2010 Adopted Budget levels. However, this includes the Customer Service Bureau (CSB), Office for Education (OFE), and the Seattle Youth Violence Prevention Initiative (SYVPI), which are administratively in DON but are separate City agencies under separate leadership. CSB was moved from DON to the Department of Finance and Services at mid-year. When these three agencies are removed from the overall DON budget, DON programs and services are taking a proposed 16% cut.

Below is information on some of the reductions for DON.

- All Department of Neighborhoods management-level staff remain at 2008 salary levels. (Cost of Living increases were offered for cuts in 2009 and 2010 in addition to furloughs for all staff).
- The Immigrant and Refugee Initiative is proposed to be totally eliminated from our budget, and limited funds to oversee the initiative will be incorporated into the Office of Civil Rights. The Strategic Advisor 1 position is cut as a result.
- Although the City Council has directed DON to lead the City's Food Systems Policy work, the Manager 2 position (previously overseeing the Matching Fund and P-Patch programs) that was cut in 2010 and reallocated to a Strategic Advisor 2 for this purpose was not filled in 2010. Some funds were eliminated at mid-year, and the position is totally eliminated in this budget proposal.
- The Historic Preservation program proposed cuts are large – in addition to eliminating all of the survey and inventory funds that provide the core of the program's ongoing work to identify new properties and prepare documents to preserve historic properties, a Senior Community Development Specialist position is cut.
- The largest impact in the DON proposed budget is to the District Coordinators and Neighborhood Service Centers.
 - Six (6) non-payment Neighborhood Service Centers are proposed for closure. These are Greenwood, Fremont, Queen Anne, Downtown, Capitol Hill, and Beacon Hill.
 - Additionally, one (1) Neighborhood Payment and Information Services site is proposed for closure – West Seattle.
 - As a result of these closures, six (6) District Coordinator positions are proposed for cuts, of which one position is vacant and is currently filled in a temporary capacity.
 - As result of the West Seattle NPIS closure, one full-time Customer Service representative position is being cut.

Board members were interested in more information about cuts to HSD and cuts to some community centers. The Mayor's proposals can be found in the [City Budget Office](#) website as well as recorded presentations of some departments are available in the [City Council Website](#).

Julie Nelson, director of SOCR shared information about the reductions in her department and how they impact services to community.

SOCR's reduction is \$311,000 lower than their baseline budget in programmatic and administrative cuts. The proposed budget eliminates 2.5 staff positions.

- Staff support to the Seattle Human Rights Commission, Seattle Women's Commission, Seattle Lesbian, Gay, Bisexual and Transgender (LGBT) Commission, and Seattle Commission for People with Disabilities will be reduced by 50%, with one position providing support to all four commissions.
- The proposed budget also eliminates a Paralegal position, which provides important support to investigators. Functions will be re-assigned to other staff in the Enforcement Division.
- The American Disabilities Act (ADA) Coordinator's position is eliminated. Responsibilities will be distributed among staff within the Enforcement Division.
- Lastly, the proposed budget eliminates funding for travel, training, overtime, temporary employees and interns, and professional services (including funding for the RSJI Speaker Series, the community-based annual Race Conference and the internal RSJI Summit).

Partially offsetting these reductions is an increase to our budget to transfer support for the City's Immigrant and Refugee Initiative to SOCR from the Department of Neighborhoods. This transfer will more directly align the Immigrant and Refugee (I&R) Action Plan with the City's Race and Social Justice Initiative and ensure continued support for improving access by immigrant and refugee communities to City services. A half-time Planning and Development Specialist I position in SOCR will be created to manage this area of work, which will include support to the City's Immigrant and Refugee Advisory Board, as well as continued implementation of interpretation and translation policies.

Needless to say, these cuts will have a huge impact on SOCR's programs. The current shortfall comes after two years of earlier budget cuts based on declining City revenues. All areas of service will be affected by these measures. I recognize that the proposed cuts will result in less timely and responsive civil rights investigations, greatly reduced support for the work of our Commissions and reduced implementation of the Race and Social Justice Initiative.

However, I know that SOCR will continue to provide extraordinary core services to the people of Seattle. I'm proud to say that the staff members of SOCR are the best people I've ever had the pleasure to work with. Losing staff positions is a blow not just because of its impact on the public, but because we are losing "family members." I appreciate all the teamwork, support and dedication that my co-workers have shown as we weather this long term fiscal crisis.

Of course, all departments are in a similar predicament – this is a Citywide problem. I want to acknowledge the difficult decisions that Mayor McGinn, Budget Director Beth

Goldberg and her staff have had to make as they grapple with this budget shortfall. I also ask for your engagement and support as we move forward into 2011.

The Board will draft a letter to City Council and will work on strategies to have presence at the upcoming budget hearings stating which cuts they have concerns on and possibly provide suggestions for other cuts. They will also explore other ways to involve their communities such as using the web, telephone, emails, etc. The letter will touch on concerns such as:

- Neighborhood Service Center Cuts
- Battereders Treatment Program cuts - ACRS
- Sunshine Garden Senior Center Cuts
- Emergency Center cut in the ID
- Immigrant and Refugee Initiative Staff cut

Board Transition

Julie Nelson, director of SOCR shared with the board what a great benefit to both will be the transition to SCOR as the board's mission aligns well with the goals of Race and Social Justice Initiative (RSJI) which are:

- Address racial disparities internally within City government as an organization.
- Strengthen the way City government engages the community and provides services.
- Begin to address race-based disparities in our community in areas such as economic equity, environmental justice, criminal justice, health and education.

The Immigrant and Refugee's Action Plan will be incorporated in the overall RSJI. If the budget proposal goes forward, SOCR will be able to secure a ½ time position to staff the board.

Julie provided an overview of what her office does to engage community and shared information and examples on opportunities for boards and commissions to help change city policy.

Although the board expressed satisfaction with the transition to SOCR, they were concerned about being marginalized and getting lost in the system. However, Julie indicated that with the transition to her department, the board will have more opportunities for input and visibility with the City Council given that the council legislated RSJI at the end of 2009 and the board would have to report to council on a regular basis informing them of clear outcomes and highlight gaps and needs from the city to help the board accomplish their goals.

Julie plans to attend the rest of the meetings and will assist with transition into 2010.

Board Membership

The Board expressed concern regarding the delays in appointment of new members to vacant positions. Julie indicated that on October 15, the Mayor's office staff will be interviewing applicants to fill the two current vacancies.

Some members also indicated that they are cycling off at the end of the year and it would be ideal to have those members replaced in January.

- The Board would like the Mayor's office staff to inquire of the current applicants, if they would be interested to fill the upcoming vacancies and interview them in November of this year.
- The Board recommended inviting those interested in filling vacancies to attend the next two meetings left in the year so they get acquainted with the work the board does.
- The Board would also like to recommend that one or two of them be involved in the interview process. They feel it is key for them to have input and be involved in the process.

Julie indicated she would speak with Kimberlee and Stella about how to move forward with these requests.

Chief Diaz and Seattle Community Outreach

The board would like to ask that the meeting request with the Chief be elevated to higher priority. Kimberlee Archie has been working with the Chief's office to secure a time to meet with the board.

Families and Education Levy Oversight Committee Letter Proposal

The board approved the letter drafted by Alaric and Paulina. The letter is ready to be sent. It was asked that Fabiola Greenawalt email it on behalf of the board to the Mayor, Council, and Levy Oversight Committee.

Education Gap Discussion

Cherry will attend a meeting with API education taskforce of which Frieda Takamura is a part. Cherry would like to discuss the education gap and the gang issues that are affecting immigrant and refugee students.

October 28 DON Event for Boards and Commissions

Jesus will be sending to Yemane and Haley photos of the board that can be used for the power point that will be running during the event. Haley will create the power point.

Jesus, Paulina and Mohammed will be able to attend the event at City Hall – Bertha Landes Room that starts at 5:30 and ends at 7 p.m.

Meeting Adjourned