



**City of Seattle**  
**Seattle Department of Neighborhoods**  
 Stella Chao, Director

**Immigrant and Refugee Advisory Board**  
**March Meeting Minutes**

Venue: City Hall Room 370  
 Date: March 3, 2010  
 Time: 6:00 to 8:00 PM

**Attendance:**

- *Board Members:* Devon Alisa Abdallah, Alaric Bien, Andrea Caupain (via phone), Cherry Cayabyab, Paulina Bermudez-Lopez, Lesley A. Irizarry-Hougan, Jesus Rodriguez, and Yasemin San
- *City Staff:* Roxana Norouzi (DON), Yemane Gebremicael (DON), Stella Chao (DON) and Richard Conlin- President of Seattle City Council

**Next Meeting Info:** Wednesday April 7, 2010 at City Hall-Snack Paulina Bermudez-Lopez

**March Action Items:**

| <b>Date</b> | <b>Item</b>   | <b>Who</b>                   | <b>Completed</b> | <b>Comments</b>  |
|-------------|---|------------------------------|------------------|--|
| 3/3/10      | Review I&R website and update bios  | All board members            |                  |  |
| 3/3/10      | Contact NCI to obtain outline of presentation and disseminate to board        | Yemane                       |                  |  |
| 3/3/10      | Email Julie Nelson for copy of budget and policy filter                       | Devon                        |                  |  |
| 3/3/10      | Prepare welcome and questions for meeting with CM Nick Licata                 | Lesley and All board members |                  | Lesley to prepare welcome and board members to submit qs to her. |
| 3/3/10      | Follow up on budget priorities letter   | Alaric to contact Muhamed Q  |                  |  |
| 3/3/10      | Send individual letters to city council and mayor about I&R budget priorities | All Board members            |                  |  |
| 3/3/10      | Determine protocol for presenters and meetings with councilmembers            | Cherry, Halima Paulina       |                  |  |
| 3/3/10      | Send thank you and follow-up letter to CM Conlin                              | Jesus                        |                  |  |
| 3/3/10      | Send subcommittee mandates to city  | All subcommittees            |                  |  |
| 3/3/10      | Distribute census press release   | Roxana/Yemane/Stella         | 3/4/10           |  |
| 3/3/10      | Schedule room for regular city policy subcommittee meetings                   | Yemane                       | 3/4/10           |  |
| 3/3/10      | State/federal subcommittee to schedule meeting                                | Lesley                       |                  |  |
| 3/3/10      | Meet with CM Clark  | Cherry and Yasemin           |                  |  |



### February Action Items Update:

| Item  | Who                             | Completed | Comments   |
|---|---------------------------------|-----------|--|
| Make updates to bylaws and send for approval at next board meeting                      | Alaric                          | 2/11/10   |  |
| Reschedule meeting with CM Clark  | Cherry & Yasemin                | 3/31/10   |  |
| Send letter inviting councilmembers to I&R meetings                                     | Roxana/Stella                   | 2/11/10   |  |
| Check for openings on 6 priority boards and commissions                                 | Yemane                          | 3/3/10    |  |
| Complete census press release and schedule census subcommittee meeting                  | Cherry, Alaric, Jesus, & Roxana | 3/3/10    |  |
| Draft letter to mayor to address city budget cuts and I&R priorities                    | Muhamed Q.                      | pending   | Alaric will email Muhamed Qatrani to ask about progress or if assistance is needed |
| Obtain budget schedule, budget meeting dates and verify which CM heads budget committee | Yemane                          | 3/3/10    |  |
| State and Federal Policy subcommittee to schedule meeting                               | Lesley                          | pending   |  |
| City Policy subcommittee to schedule meeting  | Andrea                          | 3/3/10    |  |
| Review I&R website and update bios  | All board members               | pending   |  |

**Brief Summary:** The meeting was called to order and a quorum was established. The February meeting minutes were approved by the board and board members gave general announcements about community events. The board members then met with Seattle's City Council President, Richard Conlin, and spoke with him about his background and I&R populations. It was announced that staff from the New Citizens Initiative would like to present at next month's meeting. The board had a conversation around establishing a protocol for guest speakers/presenters as well as meetings with city councilmembers to utilize board meetings effectively. Each subcommittee reported on their progress over the last month and the press release for the 2010 census was approved for distribution to the media. The board approved the updated bylaws and also reported in on meetings with city councilmembers and recommendations for city's boards and commissions.

### Agenda Items:

#### *Review of February Action Items*

- See Above

#### *Housekeeping*

- Quorum for meeting is established
- Motion to approve February meeting minutes
  - Vote: all vote in favor of approving Feb minutes-motion passes unanimously

#### *Announcements*

- Jesus-MALDEF-2010 US Census information for Spanish speaking populations

- Flyer and DVD is distributed
- Discussion about if census information was used for Japanese internment
- Jesus-NWFCO publication called 'Facing Race,' the racial report card for state legislators. Report is accessible online and was sent in an email by Yemane
- Paulina-South Park Town Hall Meeting on March 10<sup>th</sup> from 6:00-7:30 to hear about community concerns
- Paulina-South Park also opened the Community Information and Service Center-goal to serve people who do not have access to other social services
- Alaric-Census briefing from census group will take place Friday at CISC
- Cherry-Sat March 6<sup>th</sup> New Holly Community Center Census Education Forum 11:00 am-1:00 pm
  - DON has received census forms and they will be distributed to neighborhood service centers

*Conversation with City Council President Richard Conlin*

- I&R board welcomes CM Conlin to meeting
- CM Conlin states he would like to continue to be in dialogue with I&R board
- Understands the issues that impact I&R communities and relates to immigrant experience
  - Card is distributed and board members are invited to contact CM Conlin anytime
- Councilmember Conlin has gone through priority setting process
  - Emphasizes importance of domestic violence and funding for these programs particularly in immigrant communities
  - RSJI is also listed as a huge priority
- Board states that they would really like to be more involved with city council and would also like city council members to know they can come to board when input is needed around issues that affect I&R communities
- Please see attached sheet for details on conversation with CM Conlin
- CM Nick Licata will be attending next month's I&R meeting

*Human Services Department's New Citizen Initiative's (NCI) Outreach Plan Presentation*

- Department of Human Services would like to give presentation about New Citizen's Initiative (NCI) outreach plan
  - NCI is responding to I&R 2009 workplan since city outreach was a component
  - Decision to make presentation to city policy subcommittee meeting
- Board requests clarification around what NCI will present and the specific goals of presentation
  - Yemane will contact NCI about what they plan to present and ask for an outline to disseminate to board prior to meeting
- Suggestion to make a request to NCI of what board wants to know or hear from them per the 2009 I&R workplan instead of the other way around. i.e.
  - Can you tell us about your progress in the following areas?
    - Did you disseminate toolkits to CBO's?
    - What are the long term goals?
    - Did you modify training curriculum based on new understanding of cultural barriers?
    - Did you develop understanding of cultural barriers in I&R communities?

- Who are the individuals that you have served in the past?
- Board will review of 2009 workplan to determine relevance to NCI and questions

### *Presentation Protocol*

- Board needs to revisit and update 2010 workplan to set parameters around deciding how much time to designate to giving feedback to departments
  - Suggestion to streamline what board wants to learn and give feedback without taking up too much time
    - Possibly limit timeframe of presentations to 15 minutes
- Request to set aside time in next month's agenda to discuss guidelines or protocols for presentations
  - Suggestion to have a several board members draft protocol around infrastructure
- Concern around conversations with councilmembers and preparation in order to utilize this time effectively
  - It is important to know what committees CMs serve on in order to prepare
  - Determine protocol for meeting with Nick Licata next month
    - He is head of the Housing and Human Services committee
  - Conversation should not be about what I&R can do for city council but about the priorities of immigrant communities
    - Need to make potential budget cuts a priority of conversation
    - Bring anecdotes of immigrant experiences to councilmembers in a way that impacts their decision making
- Stella gives clarification on how RSJI screens budget as well as how to state priorities about budget for I&R communities
  - Suggestion to send an individual letter about budget priorities to each councilmember
    - Board members agree to send letter
  - Devon will email Julie Nelson to get copy of budget and policy filter
- All board members need to prepare to aggressively tell him what I&R pops want
  - Lesley will welcome and give a basic overview of I&R populations in Seattle
  - Board to send questions or information to Lesley to add to conversation agenda
- Cherry, Paulina and Halima will meet this month to put together a protocol for meeting with councilmembers and other guest speakers/presenters
- It is also important to follow-up with councilmembers after meeting for accountability
- Board decides to follow up with a letter to CM Conlin stating I&R budget priorities and requesting response on how city council will also prioritize these issues
  - Jesus will send thank you and follow up letter to CM Conlin

### *Subcommittee Reports*

- City staff would like to receive mandates of each subcommittees to include on website

### **City Policy Subcommittee**

- City Policy subcommittee met and determined a regular meeting from 5:00-6:00 before each Wednesday board meeting
  - Roxana/Yemane will reserve room
- Reminder to take notes for subcommittee meetings and submit to city

- board members will be responsible for this

### **State/Federal Policy Subcommittee**

- Committee members did not respond to meeting request that was sent out but committee will attempt to schedule a meeting this month

### **Ad-hoc Census 2010 Subcommittee**

- Press release was written and needs to be translated for release
  - Decision to postpone translation due to time sensitivity and instead add name and contact of each board member to press release
- Motion to disseminate press release
  - all vote in favor of distributing press release-motion pass unanimously
  - Roxana/Yemane /Stella will send this out to media ASAP

### *Meetings with Councilmembers*

- I&R board members have met with all city councilmembers except CM Clark
  - Yasemin and Cherry (in place of Halima) will meet with CM Clark this month

### *Recommendations for City Boards and Commissions*

- Commissions have deadlines for position vacancies which are included in the packet
- Board will make candidate recommendations based on those applicants who are not appointed to position on I&R board

### *Bylaw update*

- Alaric and Paulina updated bylaws with added piece about family leave
- Motion to pass updated version of bylaws-motion is seconded
  - All vote in favor-motion passes unanimously

### **Meeting Adjourned**

## Meeting with Councilmember Richard Conlin

*Qs: What are best ways to be connected to the city council so communities know what is going on and can provide feedback?*

On the city council website, you can sign up to get agendas for meetings and committees and it also states when discussions are coming up. These are announced about a week before the meetings take place. All meetings are open and are available online or on TV. Interpreters can also be provided if needed and notice is given.

*Qs: Can you tell us a little about the committee that you run and how I&R can help or give input?*

I run the Regional and Sustainable Development Committee. Any issues around job and business development, Seattle Jobs Initiative, environmental issues, intergovernmental relations, emergency management, library, food policy (range of things city can do to change the way that food is produced to create a better food system).

*Qs. Drug and gang prevention for youth is a concern in I&R communities. What is city council doing to address this? And how is city council working or addressing the DREAM act?*

Both of these topics would be in CM Burgess's committee: Public Safety and Education.

*Qs. Is it effective to submit a letter or other forms of communication for DREAM act?*

A letter works really well because city council will just send this on to congressional legislators. Recommend to send to both mayor and city council.

*Qs: With the Youth and Family Initiative community meetings, I&R pops tend to be more reactive and may not attend community meetings but this does not mean they are not concerned or engaged. There may be some cultural gaps and are afraid to participate in government. Are there any solutions?*

The mayor and city council are thinking of ways to fill this gap and integrate voices of those who can't attend community meetings

*Qs: How will the economic recovery for economic development job training and dream jobs impact I&R pops if they have no or limited English language abilities?*

The city council is working with an organization called, Got Green, that are setting up apprenticeship programs to diversify workforce and create opportunities for diverse/I&R populations to obtain employment and trade skills.

*Qs: Can you tell us a little more about yourself?*

I was born in DC area and went to college in Michigan. I taught English in Botswana for two years. After this, I moved back to DC and was working for a Solar Energy company and got laid off then moved to Seattle. In Seattle I started off working for the YMCA drafting community programs. I then ran for city council in 1997 and am currently in my 4<sup>th</sup> term in city council. As my hobbies I enjoy cooking, hiking and biking.

*Qs: What do you like most about working on the city council?*

Working with communities, finding out what communities need and then trying to fit those needs.

*Q: In terms of the upcoming budget how with RSJI fit in with decisions?*

RSJI needs to be taken to the next level which includes figuring out how policies impact RSJ issues. RSJI budget screen is an important component of this.

*Qs: Who is responsible for RSJI screen?*

City council staff evaluate this.

*Qs. How are other cities in the area dealing with immigrant populations and what is Seattle doing to partner with other cities in the area?*

Seattle is working to build unity with surrounding urban cities and is working with the Urban Centers Coalition to address this. City Council is aware that other cities have high I&R populations that this is something that is kept in mind.