



**ASIAN AMERICAN QUALITY OF LIFE ADVISORY COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, MAY 17, 2016**

The Asian American Quality of Life Advisory Commission convened in a regular meeting on Tuesday, May 17, 2016 at City Hall in Austin, Texas.

Chair Richard Jung called the Board Meeting to order at 06:11 p.m.

Board Members in Attendance:

Aletta Banks, Nu Chanpheng, Vince Cobalis, Janki DePalma, Richard Jung, Sonia Kotecha, Thuy Nguyen, Ann Okamura, Pramod Patil (arrived at 6:14p.m.), Shubhada Saxena, Kara Takasaki, Kirk Yoshida, Richard Yuen

Staff in Attendance: Rey Arellano, Sarah Chen, Marion Sanchez, Taja Beekley, Joe Silva

1. CITIZEN COMMUNICATIONS

There was no citizen communication.

2. APPROVAL OF MINUTES

There was one change to the April 19, 2016 meeting draft minutes. The word “to” was inserted to the seventh sentence in Staff Briefing to reflect: “Chair Jung suggested to have written language documents” Recommendation to approve the April 19, 2016 meeting minutes as presented in draft form with one correction was approved on Commissioner Richard Yuen motion, Commissioner Sonia Kotecha second on a 12-0 vote. (Commissioner Pramod Patil arrived after minutes were approved.)

Chair Jung moved item 4. Staff Briefings before item 3. Old Business to allow staff sufficient time for presentations.

4. STAFF BRIEFINGS

Joya Hayes, Interim Director; Debbie Maynor, Assistant Director; and Rod Crain, Talent Acquisition Manager of the Human Resources Department (HRD) presented an update on human resources issues titled “City of Austin Workforce Trends as an Employer”. The presentation delineated HRD’s meetings with the Commission, HR Issues working group, as well as the Asian American Employee Network, short-term and long-term actions, out-of-scope items, and observations based on data analysis. Commissioners in the HR working group expressed concern about an observation on slide #11 indicating that Asian Americans working at the City of Austin having the higher average salary compared to other demographic groups, pointing out that it was an unfair representation of Asian Americans if the comparison was based solely on salary and requested a more balanced comparison. Commissioners Yuen and Okamura asked about translation of materials into the three major languages of Chinese, Korean and Vietnamese and how it was currently done. Interim Director Hayes replied the existing contract was based used by the sworn group [Civil Service]. Commissioner Cobalis asked if HRD was prepared to translate in more than three languages. Regarding slide #18 Asian American (AA) demographics by

department, Commissioner Yuen pointed out that CPIO, Economic Development (both with zero AA employee), and SMBR (3.45%, 1 AA employee) were all key departments with no or little AA representation and need to focus on the gap and disparity. Commissioner DePalma wanted anecdotal information as to departments' feedback to the information provided on slide #18. Interim Director Hayes replied the HR community in the departments asked how they could do better, and that if the Commission understood the dynamics of some of the positions such as Public Works and ARR positions were traditionally male and people of color; and needed assistance on how to target the community but still meet the MCS rules. Commissioner Chanpheng asked if the proposed Youth Volunteer Coordinator would be connected with AISD's International Welcome Center. Chair Jung requested that further questions be addressed by the working group before bringing back to the full Commission. Commissioner Nguyen complimented HRD.

Suzanne Piper, Financial Manager, Parks and Recreation Department, presented the department's FY 2017 Budget Forecast. Chair Jung asked if the presentation was tied to the AARC or the budget working group, thanked Ms. Piper for the presentation and stated there will be follow-up questions. Commissioner Saxena asked about the connection between PARD presentation and the budget working group's recommendation. Commissioner Yoshida stated the working group did support one of the items in the presentation and will amend the recommendation amount to match the department's request.

Chair Jung moved item 5(a) for guest speaker to address the Commission before regular business discussions.

5. NEW BUSINESS

a. Briefing, discussion and possible action on Age Friendly Austin Action Plan

Commissioner Saxena introduced Commissioner Sally VanSickle of the Commission on Seniors for the presentation and recused herself from this discussion as she is a member of the working group focusing on Age Friendly Austin Plan. Commissioner VanSickle introduced the composition of the Age Friendly Austin work group which has been working on a 5-year work plan since September 2015 to guide Austin to become a truly age friendly city. Austin received the World Health Organization (WHO) age friendly city designation 5 years ago but needs a plan to maintain the designation. Strategies were developed around the WHO 8 domains of livability and the timeline is as follows: community input in April/May (including feedback from the AAQOL Commission), Commission on Seniors special session approval in June, with a planned Council agenda item in September. Commissioner Saxena stated that she invited Commissioner VanSickle to ensure that Asian American seniors are included in the recommendations. Chair Jung stated part of the plan might be tied to the AAQOL survey and hope the data in the section on seniors could be used. He suggested contacting Dr. Yuri Jang. Chair Jung also asked for contact information, and if the Commission on Seniors made the resolution, the AAQOL Commission can bring it forward as an agenda item for approval.

Return to Old Business on the agenda.

3. OLD BUSINESS

a. Update on the AAQOL Initiative

Commissioner Yuen stated that Dr. Jang is here to answer questions on her proposal for budget. Marion Sanchez provided update on the community engagement results to date: 50 "Conversation Over Tea" boxes returned, and the goal was to have 75 boxes back since Dr. Jang recommended 75 for validity; 600 Facebook likes; 690 "Community Conversation" surveys completed and for a city our size, 600 is the mark to be valid; 2130 comments entered in sortable worksheet for various categories with the goal of entering all comments by the end of May. She discussed project timeline with community outreach report in June and a report incorporating reports from Ryan Robinson,

Dr. Jang and CPIO with recommendations finalized in July/August timeframe. AISD and KOOP had expressed interest in the report. Data collected was in line with Dr. Jang's research and maps were correlated with Dr. Jang's. The initiative reached 99% of all zip codes, with a rich diversity of ethnicity and groups (refugees, seniors, and youths). Marion will send information to Sarah for sharing with Commissioners.

There will be a presentation to the Health and Human Services Committee (HHSC) on 5/24/2016. Dr. Jang will present. Chair Jung asked if the HHSC received all the report and Executive Liaison Arellano replied summary report was provided. This is an informational briefing and no action will be taken. Chair Jung asked if Commissioners presence is needed. Executive Liaison Arellano replied citizen comments will be entertained. Commissioner Cobalis stated it is important to show support and asked that it be posted as a Community Interest Announcement. Executive Arellano shared the draft agenda showed time for the meeting at 4PM. Commissioner Cobalis planned to emphasize the need for translation/interpretation services across the city.

Commissioner Yuen thanked Marion Sanchez, Rey Arellano and Dr. Yuri Jang for their efforts. Marion Sanchez thanked Taja Beekley and her team for their willingness to assist and guide with knowledge. Commissioner Cobalis asked if Dr. Jang planned on doing any additional work. Commissioner Yuen stated that what was presented last month was refined and presented to HHSC for feedback and Council presentation, and that there is a budget recommendation asking Dr. Jang to conduct deep dive statistical analysis. There was discussion of a cake and punch event to thank volunteers in July.

- b. Update on proposing names of Asian Americans for AISD school renaming**
Chair Jung stated he would follow up with sending information to Sarah for sharing with Commissioners. None of the names proposed for Lee Elementary was Asian American.

c. Working Group Reports

1) HR Diversity Issues Working Group

HR Working Group met with HRD staff before the Commission meeting and will provide update in the next meeting. Commissioner DePalma reported that discussions were covered by the HRD presentation and the biggest issue was what language should be used for translation. The working group would like input as to whether to use the top languages based on the survey or include high needs languages such as Burmese and Arabic. Chair Jung stated that data showed there were gaps and the executive and lower pay grade level positions, suggested targeting lower income level, and that the groups and numbers for the refugee communities are needed. Commissioner Yuen referred to Dr. Jang's survey data which can be broken down to self-identified not living within means and use that as justification for the groups and their self-identified native tongue and comfort with using English. Chair Jung suggested asking Dr. Jang to do a quick analysis and provide the information on the groups. Commissioner Banks expressed that refugees would need help with acquiring skills to assimilate and education to be successful, more than getting jobs. Chair Jung commented refugee populations are diverse and different, and asked if translations would provide the most cost effective way to promote the policy goals. Commissioners discussed the language needs may shift from year to year, and Chair Jung suggested that working group continue to explore the issue. Commissioner Saxena suggested sharing data with other community groups such as the language access work group. Commissioner Okamura inquired about possibility of using volunteers to translate. Commissioner DePalma replied the working group explored it but there is a need to standardize translations thus contracts should be used, and that the City is willing to let the Commission review the translation work to ensure the tone is correct. Commissioner Yoshida suggested a review a year from now to check the list and measure which items were effective and change the strategy. Chair Jung expressed it depends on if HRD would do it, and

Commissioner Kotecha added that is why they put in a budget recommendation for a strategic position for the efforts. Commissioner Yuen expected that at minimum, HR should ask for applicant's referral source as a way to analyze and determine what strategy was effective, given the current limited resources, but agreed that accountability was needed. Commissioner Patil suggested an annual review and Chair Jung stated the phrase used currently is "report card", but terminology aside, staff was aware the Commission would continue to engage and require that staff show they are making progress, at the same time partner with staff to provide the support needed to do the work.

2) AARC Working Group

Commissioner Cobalis shared that the completion of the kitchen has slipped to November and he would check with staff weekly to ensure no further slippage. There was discussion of rental fees for the kitchen. Taja Beekley submitted fee request today for commercial kitchen damage/cleanup fee of \$100, the rental fee is \$50.

3) Joint Inclusion Committee

Commissioner Kotecha, representing the AAQOL Commission, participated in the first meeting of the Committee last month. The Committee learned about the Equity Office and timeline for hiring the Equity Officer. There was communication today regarding community town hall meetings, 5/25/2016 at AARC and 5/26/2016 at Dove Springs. Please spread the word and encourage participation. She would like to have a motion in next month's agenda to elect an alternate for this Committee to attend on her behalf. Commissioner Kotecha was elected Vice Chair of the Committee. There was a need for clarification from the City Clerk's Office if an alternate is allowed, as Marion who serves as the liaison to the Committee got a different interpretation from what Sarah was told. Chair Jung will designate an alternate if allowed, and Commissioner Yoshida is interested in serving as alternate. The next meeting is 5/24/2016 at 5:30 PM. Commissioners Yoshida and Yuen expressed interest to attend. There were discussions and clarifications about getting support for budget recommendations by this Commission, whether they should be obtained from other Quality of Life Commissions or this Committee. The consensus was to get support from both.

4) Joint Cultural Committee

Commissioner Patil reported that the Committee has not started yet. As far as the Arts and Cultural Working Group, a more diversified background is needed and asked for membership. Commissioner Yuen asked Commissioners to reach out to contacts who are interested in arts and culture and civic engagement and send the information to Sarah to reach out to the citizens to participate.

5) Education Working Group

Commissioner Chanpheng reported that the group worked on AISD budget recommendations and received a lot of data to support the budget recommendation on Parent Support Specialist, asked for budget for Prime Time that the City supported before, and strategic plan for the international work group. There was discussion about PTA supporting parent support specialist, but not all PTAs are high function thus would not be sustainable.

6) Outreach Working Group

Chair Jung reported he failed to meet with members and promised to convene a meeting in July.

4. NEW BUSINESS

b. Discussion and possible action on budget resolutions

Commissioner Yoshida suggested a review and amendments to pass a resolution for submittal to the City Manager's Office. He reported on the process to reach the current document: using presentation by the Hispanic Quality of Life Commission the Mayor's Office forwarded as a blueprint, incorporated detailed budget information and submitting the recommendations as a group without priority, grouped by area and request name. Commissioners Yoshida went through the list of recommendations. Commissioners discussed various items, descriptions and suggested editing language to include AAQOL Commission oversight of the AARC Master Plan, Economic Development unmet needs, CPIO needs, dollar amount for language interpretation and translation budget, addition of footnote/language for the policy section, collaboration with other Commissions and Committees as well as AISD, Asian American mental health project (Follow-up on Dr. Jang's work). Commissioner Yuen asked Dr. Jang to present her proposed budget on the mental health piece.

Chair Jung was concerned that the Commission had not had the opportunity to discuss and select specific items from pieces of the survey that need to be augmented and studied. Dr. Jang stated there could be two parallel projects: data analysis and action plan. Chair Jung suggested an agenda item for the next meeting. There were discussions and Commissioner Yuen suggestions that Dr. Jang craft an additional proposal working with CPIO using the pillars identified as groundwork for deep data analysis. Chair Jung wanted meta analysis and discussion by the Commission on what was left out and what was done to assess supplemental area that need to be addressed, to ensure different parts of the community are addressed and asked Commissioners for input. Commissioner Nguyen brought up education and adaptation problems among teenagers such as lost identify and social issues. Commissioner Saxena discussed multi-generational mental health issue and suggested adding a staff at the AARC. Chair stated that funding for follow-up to the survey was the discussion focus. Commissioners Banks and Kotecha discussed the need for community education for Asian Americans to receive mental health assistance. Commissioner Saxena stated that the AAQOL Committee has a list of projects and that listed should be revisited for special projects. Chair Jung asked Commissioner to review Dr. Jang's survey and CPIO's qualitative survey for concerns. Dr. Jang shared a proposal for research and there were additional discussions on mental health delivery and navigation of safety net services.

Motion to approve the Asian American Quality of Life Advisory Commission budget proposal and detailed budget request document with amendments for submission to the City Manager's Office was approved on Commissioner Nu Chanpheng motion, Commissioner Shubhada Saxena second on a 12-1 vote, with Commissioner Cobalis abstained.

c. Information Sharing (Standing Agenda Item)

Commissioner Saxena shared family friendly documents for review. Commissioner Takasaki will start her dissertation research in the summer comparing fathers of different ethnicities. She will send information to Sarah Chen. Commissioner Okamura would like to chair a Health Working Group. Chair Jung suggested formally forming the working group next month. Commissioner Yuen reported CelebrAsia a great success.

5. FUTURE AGENDA ITEMS

Commissioners discussed agenda items for the June 21, 2016 meeting and added one item to Old Business: Discussion and possible action on Budget Policy Recommendations, and three new items: an alternate for the Joint Inclusion Committee proposed by Commissioner Kotecha, formation of new working groups, and Discussion and possible action on new research/special projects related to the initial Asian American Quality of Life survey proosed by Chair Jung.

7. ADJOURN

Recommendation adjourning the meeting was approved on Commissioner Richard Yuen motion, Commissioner Thuy Nguyen second on a 13-0 vote. Chair Richard Jung adjourned the meeting at 9:00p.m.