



**ASIAN AMERICAN QUALITY OF LIFE COMMUNITY ASSESSMENT COMMITTEE  
REGULAR MEETING MINUTES OF MONDAY, SEPTEMBER 29, 2014**

The Asian American Quality of Life Community Assessment Committee convened in a regular meeting on Monday, October 13, 2014 at One Texas Center, Texas.

Chair Richard Yuen called the Committee Meeting to order at 06:06 p.m.

**Committee Members in Attendance:**  
Miyong Kim, Sonia Kotecha, Richard Yuen

**Staff in Attendance:** Rey Arellano, Sarah Chen, Robin Otto, Marion Sanchez

**1. APPROVAL OF MINUTES**

There was no change/correction to the September 29, 2014 committee meeting draft minutes. Recommendation to approve the September 29, 2014 committee meeting minutes as presented in draft form was approved on Commissioner Sonia Kotecha motion, Commissioner Richard Yuen second on a 3-0 vote..

**2. CITIZEN COMMUNICATIONS**

There was no citizen signed up to speak at this meeting.

**3. OLD BUSINESS**

Commissioner Sonia Kotecha asked about quorum for the Committee. Staff Liaison Sarah Chen reported that the City Clerk's office advised that attendance of 2 out of the 3 members of the Committee constitutes quorum.

**4. NEW BUSINESS**

**a. Discussion of current status of Asian American Quality of Life Initiative**

Executive Liaison Rey Arellano provided the update. Based on staff's evaluation of the Innovation, Creativity & Capital (IC2) Institute proposal as compared with the Council Resolution requirements, staff informed IC2 that the City was going to explore different alternatives. Staff will explore working directly with social services faculty at UT and other higher education institutions. Committee Members expressed support of this approach. Executive Liaison Arellano indicated the City's community engagement planning was continuing and asked CPIO Community Engagement Consultant Marion Sanchez to provide an update.

Marion Sanchez presented the City's draft engagement plan with steps for preparation, execution, feedback and review, including timelines for branding (October/December 2014), media relations (November/December 2014) and engagement (February/September 2015). Executive Liaison Rey Arellano indicated external consultants' work will be incorporated into the process. Commissioner Yuen was concerned about short timeline. Ms. Sanchez expressed timeline would be flexible, with internal preparation and community education planning

occurring concurrently. Executive Liaison Rey Arellano indicated the intent is to complete internal planning and incorporate changes by the end of the year. Commissioners were very receptive of the engagement plan. Chair Richard Yuen would like to have the name of the top candidate by the next meeting. Executive Liaison Rey Arellano will provide an update at the regular Commission Meeting on October 21, 2014.

**b. Discussion and possible action on other potential consultants**

Commissioners provided the name and CV of a potential to approach as faculty leader.

**5 . Future Agenda Items**

Committee Members discussed agenda items for the November 10, 2014 meeting. One item has been tentatively placed on the agenda:

- 1) **Old Business: Discussion of current status of Asian American Quality of Life Initiative**

**6. STAFF BRIEFINGS**

There were no staff briefings at this meeting.

**7. ADJOURN**

Recommendation adjourning the meeting was approved on Commissioner Sonia Kotecha motion, Commissioner Miyong Kim second on a 3-0 vote. Chair Richard Yuen adjourned the meeting at 6:40 p.m.