

AARC Workgroup  
7/13/21 Meeting notes

**Attendees:** Sona Shah, Jae Kwon, Laura Esparza, Christina Bies , Debasree Das Gupta, Shiller Liao, Vince Cobalis (lead)

**1. NAAO Donor wall -**

- AARC staff awaiting NAAO completion to make additional improvements in the Zen Garden.
- Per S. Liao: Delays due to COVID preventing access for awhile and then impacting the contractor.
- \* Paint background, secure bricks and place a glass front for protection.

**2. Introductions:** Jae Kwon, part-time temp Marketing Rep, was introduced. He will be focused on helping with Phase 2 community engagement.

**3. Phase 2 Community Engagement**

- \* David Nicks will write out Community Engagement Plan document
- \* Architect under contract in August so currently no contact period
  - Architect will have it's own process, informed by the City Community Engagement
  - Community Engagement
- \* AARC staff working on following:
  - Identifying groups that currently use the facility and don't
  - Developing outreach plan using Airtables so we are ready once architect contract signed
  - Identifying Community Champions that can outreach in their communities -- would like Culture & Arts group of Commission to be involved
  - input from community will be about facility needs so thinking about how to present that information since City language is hard to understand for many communities
  - Considering having initial meeting to invite public and NAAO to understand process and then do direct outreach
  - During engagement process will also go to events hosted by other culture groups for hard to reach populations
- \* Next steps: flesh out air table
- \* Future meeting with Architect
- \* Expect Construction Manager at Risk (CMAR) contract in October (9700 sq gy, 450 capacity)

**4. Language Access**

- \* APH Language Access Coordinator (template for similar PARD position)
- \* PARD has Language Access SPOC, but need wider responsibility
- \* Focus on defining position for 2023 budget request

**5. Senior program / Meals on Wheels update**

- \* AARC will Open August 16,
- \* Slow to implement Meals on Wheels due to supply chain problem
- \* Space Reserved for Senior meals Mon - Thurs 9am-3pm

**6. AARC now taking reservations for rooms and events**

\* Fees same as 2021