



**ASIAN AMERICAN QUALITY OF LIFE COMMUNITY ASSESSMENT COMMITTEE
REGULAR MEETING MINUTES OF TUESDAY, JANUARY 13, 2015**

The Asian American Quality of Life Community Assessment Committee convened in a regular meeting on Tuesday, January 13, 2015 at City Hall, Austin, Texas.

Chair Richard Yuen called the Committee Meeting to order at 06:17 p.m.

Committee Members in Attendance:

Miyong Kim, Shubhada Saxena, Richard Yuen

Staff in Attendance: Sarah Chen, Robin Otto, Marion Sanchez, Roxanne Evans

1. APPROVAL OF MINUTES

There was no change/correction to the November 10, 2014 committee meeting draft minutes. Recommendation to approve the November 10, 2014 committee meeting minutes as presented in draft form was approved on Commissioner Shubhada Saxena motion, Commissioner Miyong Kim second on a 3-0 vote (Commissioner Sonia Kotecha absent).

2. CITIZEN COMMUNICATIONS

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

3. OLD BUSINESS

a. Update on Scope of Work for the Asian American Quality of Life Initiative

Before the update, Committee Chair Richard Yuen asked Marion Sanchez to report on potential to manage a UT graduate student project to help out the AAQOL Initiative. Marion Sanchez shared that on 1/22/2015 there would be a presentation to the UT School of Architect graduate students enrolled in an outreach and engagement class, for selecting the AAQOL Initiative as a project. The intent is to have the graduate students work with her department to create a database of Asian American groups across the city and figure out the best way to approach the groups. The scope of this semester long project will be formulated in collaboration with Dr. Jang and Marion Sanchez, to ensure there is no overlap or duplication in research.

Chair Richard Yuen introduced Dr. Yuri Jang, an Associate Professor at the School of Social Work, University of Texas at Austin. Dr. Jang presented a revised draft Scope of Work for the Asian American Quality of Life Initiative. The revised draft made the following major revisions:

- age group expanded to include 25-85, with n=500 from each of the five major subgroup for a total N=2500
- indirect costs for printing at UT have been waived in the event that City of Austin is unable to cover printing costs

Dr. Jang stated that her RA is working on the questionnaire in English and will translate the survey instrument into other languages when completed.

Committee Members discussed the scope in relation to the proposed budget and funding constraints. Commissioner Kim stated that the current proposed study that addresses the AAQOL Initiative scope of work is valued at \$400-500,000 according to NIH (National Institutes of Health) standards.

Committee Members also reviewed the proposed budget and discussed possible options:

- **Dr. Jang's original proposed budget was \$138,058.**
- **Revised to \$123,694 by reducing funding for one Graduate Research Assistant and portions of consultation and special research projects, to accommodate City funding constraints.**
- **Committee Members agreed that the eliminations made for this \$14,864 reduction significantly reduces manpower.**
- **Given the proposed timeline and delays of this project, Committee Members felt it was important to explore other avenues to fund the full \$138,058 and make up the difference between the City Council authorized amount of \$100,000 and the proposed budget.**
- **Committee Members noted the largest single item cost in the proposed budget is \$25,000 for participant incentives (\$10/participant). Committee Members agreed that this cost is critical to maximize participation to meet the aggressive proposed sample size which is needed to yield statistically robust results.**
- **Committee Members explored the following options were for additional funding:**
 - 1) Seek gift certificates and services donations from Asian American businesses to offset this cost. However, this option may not work since City's Integrity Officer previously advised no solicitation of donations from any business having possibility of becoming a vendor with the City of Austin. Roxanne Evans, who was introduced by Robin Otto as Executive Liaison Rey Arellano's new Executive Assistant, will seek clarification.**
 - 2) Seek funds from additional sources within the City of Austin as the Hispanic and African American Quality of Life Commissions have done in the past.**
 - 3) Seek general donation from Asian American businesses to the Greater Austin Asian Chamber of Commerce (GAACC) and ask the GAACC to partner with the City of Austin in the AAQOL Initiative and pay for part of the cost. Roxanne Evans will seek legal opinion and provide update during the Commission meeting on 1/20/2015.**

Due to budget constraints, Committee Members decided not to affirm the proposal, but to present the proposal to the Commission to discuss the following options: 1) seek funding from internal functions, 2) donations from GAACC or other sources.

Understanding the budget was specifically for the Initiative, Committee Members discussed with staff about possibility of requesting funding for other projects related to but could not be addressed by this study.

Next Steps: Chair Richard Yuen will provide an update at the regular Commission meeting on January 20, 2015.

4. NEW BUSINESS

a. Discussion and possible action on potential special projects for the community

Marion Sanchez reported that her team at the CPIO has been working on a creative process for community involvement and will present to the Committee for feedback.

5 . Future Agenda Items

Committee Members discussed agenda items for the February 10, 2015 meeting. Two items have been tentatively placed on the agenda:

- 1) Old Business: Update on Scope of Work for the Asian American Quality of Life Initiative**
- 2) New Business: Community outreach - branding and creative concepts**

6. STAFF BRIEFINGS

There were no staff briefings at this meeting.

7. ADJOURN

Recommendation adjourning the meeting was approved on Commissioner Shubhada Saxena motion, Commissioner Miyong Kim second on a 3-0 vote. Chair Richard Yuen adjourned the meeting at 7:21 p.m.