



**ASIAN AMERICAN QUALITY OF LIFE ADVISORY COMMISSION
REGULAR MEETING MINUTES OF TUESDAY, OCTOBER 18, 2016**

The Asian American Quality of Life Advisory Commission convened in a regular meeting on Tuesday, October 18, 2016 at City Hall in Austin, Texas.

Chair Richard Jung called the Board Meeting to order at 06:22 p.m.

Board Members in Attendance:

Nu Chanpheng, Vince Cobalis, Janki DePalma, Richard Jung, Thuy Nguyen, Pramod Patil, Sonemaly Phrasavath, Kirk Yoshida

Staff in Attendance: Rey Arellano, Sarah Chen, Laura Esparza

1. CITIZEN COMMUNICATIONS

Three citizens signed up under this item.

Ms. Julia Joseph, former Chair of Asian American Employee Network (AAEN), presented her City Manager-Idea Accelerator 2017 pilot project titled “Strength in Diversity” and reported its current status. The project was not selected for the initial 8 funded by the Innovation Office, but was still in the running for collaboration with the City’s Design, Technology, and Innovation Fellows Program with a substantially higher budget amount proposed by the Innovation Office. The original project had a three-prong objective: to better understand the Asian American Community members’ perspectives and experiences vis a vis City of Austin employment; understand the barriers to City employment for Asian Americans; and understand the barriers for mid-level Asian managers getting promoted to higher management/executive levels.

Mr. Lei Ye, an AAEN Board member, discussed that Asian Americans were heavily under-represented in City employment, with Asian Americans constituting 7.2% of the general population but only 3.2% of the City workforce.

Chair Richard Jung stated that the Human Resources Department would be presenting today, and encouraged Ms. Joseph and Mr. Ye to talk with the HR Issues Working Group and work on the project together. Commissioner Nguyen, Chair of the HR working group, invited Ms. Joseph to attend the next working group meeting to discuss details.

Dr. Schiller Liao, past President of the Network of Asian American Organizations (NAAO), spoke in support of Ms. Joseph’s project. He stated that the Asian American community has been struggling with underrepresentation since 1996, and that the City of Austin management needs to change the paradigm that Asian Americans cannot manage other groups (Hispanic, African American), and expressed the need to build a pipeline to recruit Asian Americans who won’t apply if they don’t see a future in City organization or perceive fair treatment. Chair Jung invited all to stay for the HRD presentation to ensure the process is equitable and fair.

2. APPROVAL OF MINUTES

There were two change to the September 20, 2016 meeting draft minutes, typo on last paragraph of page two (change “identify” to identity, and take out a question mark after the word “wanted” in the same paragraph). Recommendation to approve the September 20, 2016 meeting minutes as presented in draft form with the two changes was approved on Commissioner Vince Cobalis motion, Commissioner Pramod Patil second on an 8-0 vote.

3. OLD BUSINESS

Chair Jung moved item 3(b) to allow staff to present and leave the meeting early.

b. Status report on the AARC Kitchen Renovation by the Public Works Department

Laura Esparza, PARD Assistant Director, reported on progress of the AARC Kitchen project. According to David Taylor, PWD project manager, Council passed resolution accepting the Job Contractor, authorizing \$600,000 project cost. Negotiations with the Job Contactor resulted in favorable proposal at a reduced cost, and contracting would occur in a couple of weeks. Chair Jung asked about timeline, and Commissioner Cobalis said it would be in October or November.

c. Nomination and vote on a Community Stakeholder Commissioner vacancy

Commissioner stated that Commissioner Banks, chair of the selection working group, could not attend today’s meeting and requested postponement. Chair Jung urged Commissioners to review and applications and turn in the evaluations. Item was tabled for discussion and voting next month.

Chair Jung moved Staff Briefing item 4(a) to allow staff to present and leave the meeting early.

4. STAFF BRIEFINGS

a. HHSD operations and services for the Asian American community (Stephanie Hayden)

HHSD Deputy Director Stephanie Hayden discussed the department’s philosophy of partnership in service delivery, presented the organizational chart and roles and responsibilities. Chair Jung asked which division was responsible for compliance with Federal grant guidelines for services to low income and language deficiency community. Ms. Hayden replied each HHSD division receives specific grants that come with requirements and mandates which the managers ensure compliance with, and that the auditor checks all compliance issues. Commissioner Cobalis and Chair Jung asked about how HHSD’s staffing correspond to the Asian population, actual number of Asian American employees, whether data collected from the Asian community was sufficient to disaggregate, and if translation was available for English deficient population. Chair Jung indicated the Commission’s willingness to engage HHSD to ensure services provided by HHSD and non-profit organizations reach the areas in need, and that the AAQOL Initiative survey data will provide enhanced location data that will help departments such as HHSD to serve the community. Ms. Hayden discussed HHSD’s outreach efforts to include Quality of Life van going to community health fair and events, and health educators available for events. Asked about document translations, Veena Viswanathan, Accreditation Program Manager, stated that some resources were not translated but moving forward for utilization of translation services. Ms. Hayden stated that HHSD put together a culturally appropriate policies/procedures training module and to ensure materials are utilized. Commissioners requested that a copy of the P/P be sent to Sarah Chen.

Chair Jung pointed out that the South Asian population was not represented in the chronic disease overview and asked about outreach efforts. Staff replied partnership with the AARC on diabetes class received great response, with 22 attendees and materials in Chinese. Chair Jung indicated a large senior South Asian population needs translation. Commissioner Nguyen stated the information was good but not Asian focused. She requested HHSD return with a report on Asian population. Commissioner Cobalis suggested the Health Working Group work with HHSD on specific items for

another presentation to the full Commission. There was discussion about the State (Texas) not having granular data. Dr. Philip Huang, Medical Director/Health Authority shared the electronic health record / health information exchange with Dell Medical School. One-time AAQOL FY17 funding for the Health Navigator Pilot was discussed. Chair Jung expressed hope that the AAQOL's discretionary priority to fund \$137,000 will help HHSD better serve the Asian community. Commissioner Cobalis asked how many Asian Americans were served by the health equity contract. Ms. Hayden said the data was not available and would get that to Commissioner Cobalis later.

Returned to Old Business item 3(a).

3. OLD BUSINESS

a. Update on the AAQOL Initiative

Executive Liaison Arellano provided a brief update. He reported that Marion Sanchez met with Dr. Schiller Liao last week to share efforts by Dr. Jang to address concerns of the community, which will be incorporated into Dr. Jang's report. The goal is to provide Dr. Jang's report to Council by the end of the week. Marion is working on her report and will provide a briefing to the Commission in January 2017.

One speaker signed up for this agenda item: Schiller Liao.

Dr. Schiller Liao shared an email and supporting documents he sent to Commissioner Takasaki, Chair of the Community Assessment Working Group.

Chair Jung moved to item 4(b) to allow staff to present to leave the meeting early.

4. STAFF BRIEFINGS

b. HRD update on initiatives presented in May, 2016 and the effectiveness of the Employment Specialist at the AARC (Joya Hayes)

HRD Director Joya Hayes introduced Assistant Director Debbie Maynor, HR Supervisor Sonya Alexander-Harry who oversees five field recruiting offices and HR Consultants for executive recruitment, as well as Interim Assistant Director Deven Desai (Labor Relations Officer). She addressed Commissioners' question earlier regarding the reporting relationship of the Innovation Office and stated that the office reports to Assistant City Manager Sue Edwards. Ms. Hayes informed the Commission that HRD did not get some of the positions requested for recruitment in the FY17 budget, and reported that since placing an Employment Specialist at the AARC every Wednesday starting May 18, 2016, 25 applicants had been assisted, with one final candidate for a position. Long term issue at the AARC is a defined space with a desk. The department also launched the Talent Acquisition Network for citywide HR professionals to participate in panel discussions. Staff distributed flyers about the AARC employment location, which were translated into Vietnamese, Korean, traditional and simplified Chinese. Chair Jung stressed that efforts should be cost effective and encouraged discussion with the HR Issues Working Group if strategies did not work. Ms. Hayes stated the challenge was to manually distribute the translated materials to the community. Currently two of the five minority newspapers HRD advertises on are Asian. Chair Jung commented newspapers were looking for content such as an interview with HRD, which would be free article for advertisement. Ms. Hayes continued to report on trainings provided to managers (Unconscious Bias) and the executive team (Undoing Racism), as well as opportunities for community connection job events, which she will meet with the HR Issues Working Group with more ideas. Commissioner Cobalis asked if the new annual report is different from the existing report o department statistics. Ms. Hayes replied that it is more comprehensive to help departments. Commissioner Cobalis stated that Julia Joseph's innovation project would augment some of the activities of the position HRD did not receive. Ms. Hayes replied the department received 4 innovation projects and named all of the Quality of Life Commissions' varied issues that HRD needed to address. Commissioner Cobalis commented HRD's one-size-fits-all approach to the

different needs of the communities. Chair Jung asked Ms. Hayes if the Chief Equity Officer could address challenge, the response was it was yet to be determined. Commissioner Cobalis stated that Julia Joseph's project does not require staff. Ms. Hayes replied the challenge was to support that particular project and named the commissions and communities the department already support.

Ms. Hayes presented data comparison between 2015 and 2016 and hiring of recruiting firm to outreach to diverse and highly qualified applicant pool. Chair Jung pointed out the lack of API women in executive position. Commissioners discussed pay comparison data on a spectrum, job categories reflecting types of positions Asian Americans occupy, and that the Working Group requested more advertisement to the community to seek out nontraditional applicants. Commissioner Nguyen pointed out that the Vietnamese translation of the AARC flyer was incorrect and would like to discuss further. Commissioner Cobalis asked what service was used for the translations. Ms. Hayes replied Language and Content Services recommended by the CPIO. Chair Jung reiterated the Commission's wish for City dollars to be spent wisely. Ms. Hayes stated HRD would come to the working group to address concerns and make adjustments. Chair Jung thanked HRD for the briefing.

Returned to item 3(d).

3. OLD BUSINESS

d. Working Group Reports

1) AARC Working Group

Commissioner Cobalis reported receipt of performance report as backup to the AARC minutes.

2) Education Working Group

Commissioner Yoshida reported this working group has been absorbed into the Community Outreach Working Group.

3) HR Issues Working Group

Commissioner Sonemaly Phrasavath joined this working group. Chair Jung wanted to ensure that this working group work with AAEN's Julia Joseph's idea and find a creative solution and possible an item for the next budget cycle.

5. NEW BUSINESS

a. Discussion and possible action on HHSD services

Commissioner Cobalis stated that more specific discussions with HHSD will be passed on to the Health Working Group, with Commissioner Okamura being the lead. AFSSA (Asian Family Support Services of Austin) and Latino Healthcare Network are also part of the Health Working Group.

b. Information Sharing (Standing Agenda Item)

Commissioner Patil shared the festival of lights event on Saturday.

Chair Jung reminded Commissioners to participate or represent AAQOL in the various community events. Commissioner Yoshida stated the Community Outreach Working Group would track events. There were discussions on use of social media or Google docs to track events. Executive Liaison Arellano will ask Marion to follow up on this issue, since she already started this effort. Commissioner Patil will start and lead the effort and wrap it under the Arts and Culture Working Group. Commissioner DePalma will join the efforts. The Arts and Culture Working Group meets on the second Thursday each month. Commissioner Chanpheng would like to invite a Korean artist to this working group's meeting.

Commissioner Cobalis passed around a flyer on Vietnamese Art (October 21 – December 30, 2016) that Taja Beekley of the AARC shared.

Commissioner Nguyen shared that the Health Navigator information session on flu shot and Obama Care will be Thursday night at the AARC.

Chair Jung shared that the 5 appointees for Council Members in this election will be in jeopardy of losing the position and we will need new applications. He asked to identify these members and to ensure continuity. Executive Liaison Arellano reported districts 2, 4, 6, 7, and 10 are the seats. Sarah Chen will send term information to all Commissioners.

Commissioner Chanpheng will survey Commissioners' availability to tour the AISD International Welcome Center.

6. FUTURE AGENDA ITEMS

Commissioners did not discuss agenda items for the November 15, 2016 meeting. Items tabled will be on the agenda.

7. ADJOURN

Recommendation adjourning the meeting was approved on Commissioner Nu Chanpheng motion, Commissioner Pramod Patil second on an 8-0 vote. Chair Richard Jung adjourned the meeting at 8:48 p.m.