



**ASIAN AMERICAN QUALITY OF LIFE ADVISORY COMMISSION  
REGULAR MEETING MINUTES OF TUESDAY, NOVEMBER 15, 2016**

The Asian American Quality of Life Advisory Commission convened in a regular meeting on Tuesday, November 15, 2016 at City Hall in Austin, Texas.

Chair Richard Jung called the Board Meeting to order at 06:14 p.m.

**Board Members in Attendance:**

Nu Chanpheng (arrived at 6:18 p.m.), Vince Cobalis, Janki DePalma, Richard Jung, Thuy Nguyen, Ann Okamura, Pramod Patil, Sonemaly Phrasavath, Shubhada Saxena, Kara Takasaki, Kirk Yoshida

**Staff in Attendance:** Sarah Chen, Marion Sanchez, David Taylor, Esther Martin, Hanna Huang, Veena Viswanathan

**1. CITIZEN COMMUNICATIONS**

There was no citizen communication.

**2. APPROVAL OF MINUTES**

There was no change to the October 18, 2016 meeting draft minutes. Recommendation to approve the October 18, 2016 meeting minutes as presented in draft form was approved on Commissioner Vince Cobalis motion, Commissioner Janki DePalma second on a 10-0 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**

David Taylor, PWD project manager, reported correspondence with the Job Contactor resulted in revisions at a 12% reduction on price, proposal accepted and awaiting SMBR clearance, and work to begin after 12/1/2016 with a completion date in April 2017.

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

**4. STAFF BRIEFINGS**

**a. Chief Equity Officer Brion Oaks who started with the City 10/17/2016, outlined priorities of the Equity Office and plans for the coming 6 months, including 1) hiring staff, 2) developing equity assessment tool, 3) protocol for City to engage community effectively in budget planning process. He would like to return to the Commission to share the GARE (consultant – Government Alliance on Race and Equity) findings after report is finalized and presented to Council. Chair Jung asked about GARE. Mr. Oaks replied GARE was the consultant that worked for Seattle on the first equity program and also consulted other cities on establishment of equity program. Austin as part of the cohort cities recipient of Living City Grant, worked with GARE. Chair Jung was concerned that AAQOL being the newest commission and recently recognized by the City, did not see Asian employees or community members approached by GARE during the assessment, and questioned how GARE can give meaningful report without Asian American community input. Vice Chair**

Cobalis expressed that it's been City track record to not outreach to limited English communities. Chair Jung wanted to ensure it would be made clear to Council that a population has been left out of the report. Mr. Oaks would check if GARE tracked attendance or interviews for Asian population and see what representation looks like, and check for gaps in the assessment. Chair Jung shared that each QOL commission has different needs and expressed desire to engage Mr. Oaks and his office on a sustaining basis. Mr. Oaks stated he met with HR and read the representation reports and wanted to learn more about how to recruit Asian Americans. He also received Dr. Jang's survey report from Sarah Chen. Commissioners and Mr. Oaks discussed his experience, equity assessment tool, Asian American employees being underrepresented, staffing opportunities at the Equity Office, restrictions of MCS rules, the HR Working Group's year-long project on hiring practices and outreach, AAQOL Commission's willingness to assist, and brief descriptions of each working group.

Moved to New Business items 5(a) and 5(b) to allow staff to leave meeting early.

### **5. NEW BUSINESS**

a. Discussion and possible action on proposed Social Agreement between the City of Austin and the Asian American Resource Center Nonprofit. (Robert Kingham/HHSD)

b. Discussion and possible action on proposed Social Agreement between the City of Austin and the Asian Family Support Services of Austin. (Robert Kingham/HHSD)

Health and Human Services Department has two RCA items on 12/8/2017 Council Agenda for two agreements with two nonprofit agencies: 1) AARC Nonprofit which currently has an agreement for community health workers, and the RCA will add funding to existing contract for 12 months through 12/31/2017; b) AFSSA which never had an agreement before, to provide funding for 18 months (1/2017-6/2018) to an established program by the agency, for capacity to provide empowerment program.

Chair Jung pointed out that language in the background paragraph of the AARC Nonprofit RCA was confusing. The AARC, Inc. (Nonprofit) operates out of the AARC Facility, and needed clarification between AARC, Inc. and AARC.

Recommendation to approve the agreement with Asian American Resource Center, Inc. was approved on Commissioner Ann Okamura motion, Commissioner Pramod Patil second on an 11-0 vote.

Recommendation to approve the agreement with Asian Family Support Services of Austin was approved on Commissioner Kirk Yoshida motion, Commissioner Shubhada Saxena second on an 11-0 vote.

Returned to Old Business item 3(a).

### **3. OLD BUSINESS**

a. Update on the AAQOL Initiative

Marion Sanchez reported on feedback loop plan for the AAQOL Initiative. She presented a bound report containing all three reports (health assessment, demographics, AAQOL Survey) which will be available in select libraries, City Hall, AARC and communities organizations for review and community feedback. Feedback opportunity will be marketed on social media, newsletter, news release, published on website, and allow flexibility to providing feedback. Commissioner Nguyen asked about timeframe for feedback. Marion stated submit by 12/31/2016.

Marion showed Bloomfire, a web tool moderated by City staff for community to research data, share information and participate. Commissioners discussed check and balance to prevent abuse, authorized personnel to upload files, content review and control, and reason Bloomfire was selected.

Chair Jung wanted to involve limited English proficiency communities in the project. In addition, AAQOL Initiative data is available at this link: [data.austintexas.gov](http://data.austintexas.gov). Vice Chair Cobalis asked if survey data available for download. Marion is working with Dr. Jang on the release of data.

Chair Jung asked Mr. Oaks if his office or other departments would collect health data and Mr. Oaks prefers that departments do the engagement. Chair Jung introduced Hanna Huang (AARC staff) and Veena Viswanathan (HHSD staff) to Mr. Oaks as departmental resources. Vice Chair Cobalis indicated that the health assessment report was not complete, missing the second portion. Marion will add and make copies for Commissioners.

Moved to item 3(d).

**d. Working Group Reports**

**1) AARC Working Group**

Commissioner Vince Cobalis reported on kitchen renovation and community events. Commissioner Phrasavath commented on the parking situation. There was insufficient lighting.

**2) HR Issues Working Group**

Commissioner Nguyen reported meeting with Julia Joseph, AAEN past Chair, about her innovation project. Commissioner DePalma reported limited interactions of the Employment Specialist currently placed at the AARC once a week. Commissioner Nguyen stated that Vietnamese translation of the AARC flyer is being updated. Chair Jung expressed desire to not waste City resources, and if Julia's project could stay with original small budget instead of the inflated budget as proposed by the Innovation office, it could be a low cost way to help the Commission determine current state and what is right or wrong. Vice Chair Cobalis asked if HRD was invited to the Working Group meetings. Commissioner Nguyen replied HR is not used to working with groups. When the working group asked for information such as monthly data, it felt like there was resistance to give data. Chair Jung stated that at the last meeting, Deven Desai was introduced as the liaison and suggested contacting him. He asked the working group to let the Commission know if HRD repeatedly failed to provide data, denying data to the Commission is like denying data to City Council. He expressed that working group needs to be frank in assessing HR performance. Commissioner Nguyen used the Vietnamese translation of the flyer as an example. Feedback was provided during the last meeting, and HRD just sent a revised version a few days ago.

**3) Arts and Culture Working Group**

Commissioner Yoshida, Saxena and Patil discussed using shared document to update cultural events hosted by different communities, identifying an event for each culture and sending a representative from the Commission. Need direction and input from Executive Liaison Arellano on uploading events.

Commissioner Chanpheng asked what group the Education Working Group merged with. Commissioner Yoshida replied the Community Outreach Working Group.

**4) Health Working Group**

Commissioner Okamura reported that Esther Martin (AARC Nonprofit), Veena Viswanathan (HHSD) and Vice Chair Cobalis joined the group. Veena reported there is 5-year data (2011-2015) that can be used to get risk factors for Asian Americans, but limited to Travis County. She will be able to provide dataset in the week of January [2017]. Mr. Oaks and Commissioners discussed over sample, trend line, sources of Asian American data, income variation, doctors who speak Asian languages, issue such as survey done in English and

Spanish only, and what the academic studies indicate about desegregation of data, and limited Chinese, Vietnamese and Korean translations, and no follow-up of mobile services diagnosed patients, flu shot shortage at the AARC (Esther reported 200 showed up but only 60 vaccines available).

There was mention of Mayor Adler’s Equity Task Force. Of the 50 attendees, there was only one Asian.

**5) Community Assessment Working Group**

Commissioner Takasaki reported that Dr. Jang would like to meet and discuss use of her survey data after it’s cleaned up. The public release event is in February. Chair Jung reminded the working group that Mayor and Council may want to be part of the release. Vice Chair Cobalis wants to know if the feedback Marion collects will be put in the report.

**6) Business Plan Working Group**

Commissioner Yoshida reported meeting with different groups about budget and wants the working group to select priority area. When working on FY18 budget, narrow down on priority areas. Chair Jung suggested targeting communities and get their feedback and public input on what they need. Commissioner Yoshida stated the Budget Office is working on formalized process for budget items. Chair Jung expressed the need to help nonprofits to grow or ensuring existing nonprofits do not give lip service in provision of services to Asian Americans. Commissioner Yoshida wants more coordination with City staff. Chair Jung wants consistency when working with agencies.

**7) Community Outreach Working Group**

Commissioner Yoshida reported the group did not meet this month, but the list of community leaders and events document is up. Commissioner Chanpheng reported on the education portion and gave two potential dates for visit to the AISD International Welcome Center: 11:00 AM-12:30PM on 11/29/2016 or 12/7/2016.

Moved to item 3(c)

**c. Nomination and vote on Community Stakeholder Commissioner vacancies**

Commissioner Chanpheng reported she compiled votes from 5 score sheets received before the meeting. Commissioners discussed the candidates and eliminated the ones that were either appointed or withdrew due to other appointments.

Commissioner Phrasavath left at 8:53 p.m.

Commissioner Takasaki left at 8:55 p.m.

Commissioners who did not send score sheets voted and their scores were added to the final tabulation. Commissioner Chanpheng reported the top 5 scorers. From the top 5 list, Commissioners did a second round of votes based on agreed upon selection criteria and casted votes for each candidate, to select the top two and a backup. The votes (one vote per Commissioner for each candidate) each candidates received were as follows:

	Yes	No
Catherine Conte	9	0
Pooja Sethi	5	4
Joy Arthur	4	5
Peter Shen	1	8
Shilpa Bakre	4	5

**There was a tie for third place, and Commissioners did a runoff vote (one vote each Commissioner).**

	<b>Yes</b>
<b>Joy Arthur</b>	<b>7</b>
<b>Shilpa Bakre</b>	<b>2</b>

**Chair Jung called for vote on the selection of the two community members. Commissioners Chanpheng, DePalma, Jung, Okamura, Patil, and Yoshida voted for, and Commissioners Cobalis, Nguyen and Saxena opposed. Vote carried.**

**Chair Jung will contact the top two candidates and the backup, to discuss Commission meeting time and requirements, seek acceptance, for recommendation to Council.**

**Moved to New Business item 5(c).**

**5. NEW BUSINESS**

**c. Discussion and possible action on selection of representative for Joint Inclusion Committee Item tabled.**

**d. Information Sharing (Standing Agenda Item)**

**Commissioner Okamura shared that Jimmy Flannigan won District 6 but was not sure if she would be appointed. Vice Chair Cobalis reminded all Commissioners that even if their Council Member was re-elected, they still need to be re-appointed, and to contact the Council Members for re-appointment.**

**Commissioner Nguyen shared she found her replacement, the current President of VACAT. Vice Chair Cobalis stated he needed to put in an application.**

**Commissioner Saxena shared that Council Member Ann Kitchen called a press conference tomorrow morning on Imagine Austin and Age Friendly Austin.**

**6. FUTURE AGENDA ITEMS**

**Commissioners did not discuss agenda items for the December 20, 2016 meeting. Items tabled will be on the agenda.**

**7. ADJOURN**

**Recommendation adjourning the meeting was approved on Commissioner Janki DePalma motion, Commissioner Nu Chanpheng second on a 9-0 vote. Chair Richard Jung adjourned the meeting at 9:40 p.m.**