

AARC Workgroup Meeting Minutes

City Hall, Rm 2002

7/12/2017 11:30 – 12:30

Workgroup members in attendance: Debasree DasGupta (via phone), Nu Chanpheng, Vince Cobalis, Taja Beakley. Guests: Commissioner Shubhada Saxena, Laura Esparza (PARC)

- Discuss AARC facilities budget compared with other facilities. **See Comparison Data – attachment 1**
 - Staffing
 - Mexican American Cultural Center – 12
 - Dougherty Arts Center – 11
 - Carver Museum & Cultural Center – 11(+1)
 - AARC – 7
- AARC programs - **impact of one-time funding** –
Monday/Tuesday nights: 2 – 3,000 people. (ESL, Tax, other).
Artist in residence. Total attendance last year 38,221, This year-to-date 42,059.
- ***Request PARC/AARC to provide total attendance by fiscal year.***
- ***Review AARC Strategic Plan next month***
- Discuss playground equipment –
Left over funding from one-time transportation. Met with PARC staff in charge of playgrounds. Although it is part of 5-year strategic plan, it's not the top priority, but with **only \$40,000 available** it's the best match for available one-time funding. The Workgroup asked that PARC **consider design options that include older people. (inter-generational approach)** Nu is the Workgroup liaison with AARC for this effort.
- HR update (**June report – attachment 2**).

Requested an evaluation of the effectiveness of the translation application. HR has funding for a **temp bilingual employment specialist through September (hiring now)**

- Update on home delivery initiative –
Meals on Wheels referred Commissioner Saxena to volunteer coordinator but there does not seem to be willingness of Meals on Wheels to participate directly in providing home delivery Asian meals. Need to explore other options.
- Review/comment on NAAO survey:
NAAO representative not available for this discussion, but Schiller Liao provided a written response to questions (**see attachment 3**)
Not an official PARD document. This is a Community process to solicit input and interest, but formal process won't happen until funding is available. Existing survey falls short of City standard for Master Plan. It is informative, but a more formal survey will be needed after funding is identified. NAAO looking for alternatives to inform the Bond Committee. PARD is willing to assist if asked, but no request from NAAO. There will be a **kickoff meeting for the NAAO Survey on July 28, 2017**. At that meeting PARD will explain the process. PARD will also discuss alternatives at the **July 18 Commission meeting**.
- Discuss Annual Internal Review
 - Accomplishments 2016-17
 - Kitchen renovation
 - Expand Sr Meal Program (one-time)
 - Expand to Monday/Tues evening (increase participation by 2 – 3,000)

- Closed Sundays instead of Mondays
- Public Event Leader, Shuttle Driver, Van (1x)
- Overall utilization of AARC increased
- Monitor performance monthly/feedback
- Interest by Nepalese and other community organizations
- "Counselors in training" program
- AARC non-profit
- Onsite employment and workstation
- Approved Commercial kitchen policy
- Goals 2017-18
 - Food permit waiver for Sr meal vendors to use kitchen
 - Temp employment specialist
 - Add NAAO and AARC to Workgroup
 - Increase collaboration with NAAO and AARC nonprofit
 - ED with knowledge of community
 - More Health partnerships
 - Outreach for more diverse community participation.
 - Master Plan for Phase 2 and 3
 - Re-evaluate and re-purpose HR role
 - Equipment in Great Lawn
 - Pickfair open house with possible expansion

Attachment 1

Comparison with other Cultural Centers



MUSEUMS AND CULTURAL PROGRAMS

COMPARISON DATA

By Site Locations

SITE	SIZE	BUDGET FY17	COA FTEs/#Personnel	Participants FY16
HAND Admin	0	230,484	1/1	0
Umlauf	3700sf	200,000	0	32,425
Dougherty	24,000sf	1,329,421	10.5/12	66926
Zilker Hillside Th	800sf	64,531	1/1	86881
Carver Mus.& Cultural Ctr	39,000sf	861,210	11/11	29260
Carver Genealogy Ctr	1890sf	160,838	1/1	0
MACC	34,000sf	1,447,842	12/13	36755
AARC	16,000sf	998,120	7/7	38221
O.Henry Mus.	1324sf	200,868	2/2	8586
Dickinson Mus.	1600sf	181,195	2/2	4496
Ney Museum	4000sf	198,053	2/2	22806
Old Bakery	400sf	251,012	2.75/3	833
Total		6,123,574	52.25/55	353,107

Attachment 2

WEDNESDAY EMPLOYMENT ASSISTANCE AT ASIAN AMERICAN RESOURCE CENTER (AARC) –MONTHLY REPORT JUNE 2017

Outreach at AARC

- Four individuals were assisted at AARC.
- Employment Specialist (*Danyale Bunton*) worked 32 hours (8 hours was a scheduled vacation) at AARC.

Advertisement/Marketing

- Posted Facebook and Twitter Posts each Wednesday to promote that Employment Specialist was at the AARC throughout the day.
- Advertised in Epoch Times and Austin South Asian Monthly

Achievements

- Danyale collaborated and co-hosted a community resource and job fair with Austin Public Health on June 2 at the AARC. 35 vendors participated and 93 people attended.
- Danyale was invited by an Asian American Commission Member to attend the Spirit of East Austin community meeting hosted at the AARC on June 21. This was an engagement meeting designed to facilitate dialogue and gather feedback on the needs and concerns of the Austin Asian American community. Several issues and concerns were discussed on a variety of topics. With regard to employment, attendees discussed concerns about the difficulty of people over the age of 50 finding job opportunities.
- Danyale is continuing to use the Google Translator phone app to assist applicants who may experience language barriers.
- The copier has been located to another part of the office to facilitate Danyale's one-on-one assistance with job seekers. A chair has been added next to the workstation

Challenges

- Privacy for job seekers is still a challenge even with the portable partition placed between the cubicles.
- Traffic to visit AARC for employment services is still minimal.

Future activities/ideas

- Host a customized employment workshop in September at AARC to help job seekers understand how to apply for jobs and prepare for interviews at the City of Austin.
- Temporary funds have been made available by the HR Director to hire a bilingual employment specialist to provide support at the AARC through

September 30, 2017. Staff are in the process of interviewing candidates for the temporary position.

Attachment 3 NAAO Response to survey questions

(1) Can you let us know the strategy for distributing the survey?

-- The strategy for distributing on-line survey form has been aiming to reach 1000 ~ 1500 or more responses. To achieve that, the survey form has been distributed to the following organizations:

- *16 NAAO member organizations and their members for survey replies. We have asked each organizations to send in a minimum of 20-30 replies.*
- *Non-NAAO organization leaders and AARC event hosting organizers: They are asked to help distribute the survey form to their organizations and event goers for input. Those organizations includes AAQL Commissions, COA AARC facility staff, and users of AARC facility. The AARC users include regular AARC program users, those who drop in to visit AARC, and organizations hosting events at AARC, such as World Tai-Chi Day organizers and many others.*
- *Those who have used AARC previously and do not belong to any of the above two categories.*
- *Any organizations needs to be reached out or suggested by AAQL. Please provide contact info.*
- *The **NAAO member organizations** include the following:*
 - ACE Foundation
 - Austin Bangladesh Association
 - Austin Chapter of Taiwanese Chambers of Commerce
 - Asian Contractor Association
 - Asian Pacific Islander American Public Affairs
 - Austin Filipino-American Association
 - Bangladesh Association of Greater Austin
 - Cambodian Foundation
 - Chinese Society of Austin
 - City of Austin Asian American Employee Network
 - Greater Austin Asian Chamber of Commerce
 - Indian American Coalition of Texas
 - Indonesian Diaspora Network
 - Korean American Association of Greater Austin
 - Vietnamese American Community of Austin Texas
 - **Associate Member Organizations**
 - Asian Family Support Services of Austin

(2) How was the survey developed?

- *The survey was developed to firstly understand the status of using AARC Phase-1 facility, to secondly collect community's opinions of what are*

needed in AARC future plan in terms of interior spaces and external spaces, and to thirdly understand the demographic information of survey respondents. The survey form was first drafted by NAAO's AARC Working Committee, then got it reviewed and commented by NAAO member organizations, COA AARC Manager Taja Beekley, and COA PARD Department. The final survey form went through 10 ~ 11 revisions to become final. COA AARC also agreed to put the survey form on COA AARC web site for collecting input from Austin communities.

(3) Is it built on previous data, such as the UT Survey?

- The survey was built based on previous data, such as UT Survey, including sample numbers (approximately 1000 ~ 1500), demographic information (country of origins, age, sex, etc.)*

(4) Was it informed by other similar master planning processes?

- I am not very clear about the question but will try to provide information as much as I can. The survey was upgraded from the AARC Phase-1 Needs Survey held in 2002 and uses the format of UT survey form by asking respondents' idea of what are lacking in internal spaces and external spaces, adding users opinions about current status of using existing AARC facility and site, Demographic information, other opinions.*

Please do not hesitate to give NAAO your suggestions because AARC is for all of us. Thanks.

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