

AARC Workgroup meeting minutes

Date: 9/13/2017

Time: 11am -12pm

Place AARC, Classroom 1

Attended by:

Vince Cobalis, Taja Beekley, Thuy Nuguen, Debasree DasGupta and Subhada Saxena via telephone.

AARC Performance report:

The monthly HR report was posted by Sonya Alexander-Harry.

So far 3 individuals seeking jobs were provided assistance. Indira Nalapatti is the new temporary employment specialist. They have posted on social media etc but there seems to be some concerns regarding privacy, insufficient traffic and the new specialist not having necessary direction.

Suggestion by Vince: arrange for a joint workgroup meeting with HR to include the HR Workgroup and the AARC Workgroup

A five-year strategic plan was developed for the center to address growth in keeping with its mission/vision and with the changing needs of the AAPI community. The plan identified 5 goals, was approved by the Commission in April and is making slow but steady progress.

The center is hoping to achieve a 50 K mark on visitors this year, expanding programs and making changes to the newsletter. There has been \$26,000 in fee waivers thus far this year. This effects the revenue projection that the facility is expecting to make. AARC Staff has been asked to make a report.

Subhada suggested using this info to track partnership between organizations.

Food permit: Working with 3 caterers who must provide their own permit to cook senior lunches on a regular basis at the kitchen. Policy developed by APH to address the issue of paying extra fees – under review.

Subhada inquired about enabling community members to cook in the kitchen.

Taja mentioned the restrictions the kitchen has as a city owned facility eg. at least a temporary food permit required by the Health Department. The kitchen is going to focus on the senior meals program the first year. Obligated to work with contractors.

Vince suggested that they get experience with existing rules before making plans to expand.

Status of the Great Lawn equipment: It's being ordered and must be encumbered by the end of September.

Funding for the Master plan: \$200,000 was approved by Council for the AARC Master Plan.