

## MEETING MINUTES



**REGULAR MEETING of the  
ASIAN AMERICAN QUALITY OF LIFE ADVISORY COMMISSION  
NOVEMBER 15<sup>th</sup>, 2022 at 6:00pm  
PERMITTING & DEVELOPMENT CENTER (PDC) RM #1215  
6301 WILHELMINA DELCO DR. AUSTIN, TX 78752  
**MEETING MINUTES****

This meeting is being held in a hybrid format, and some members of the Commission may be participating by videoconference. Public comment will be allowed in-person or via telephone. Remote speakers must register in advance (November 14<sup>th</sup> by 12pm-Noon). All public comments will occur at the beginning of the meeting and public speakers will be allowed up to three minutes to provide their comments. To speak or attend remotely, residents must contact the Equity Office's Commission/Neighborhood Liaison, Jeremy Garza, no later than 12pm-noon on Monday, November 14<sup>th</sup>, 2022. Please telephone call & leave a voicemail at (512) 978-1797 or email [jeremy.garza@austintexas.gov](mailto:jeremy.garza@austintexas.gov). The information required is the speaker's name, the item number(s) they wish to speak on, whether they are for/against/neutral, email address, and telephone number (must be the same number that will be used to call into the meeting).

**BOARD MEMBERS:**

District	Commissioner	District	Commissioner
1	Kirk Yoshida (Chair)+	9	Salimah Shamsuddin +
2	Azra Siddiqi -	10	Meena Mutyala -
3	Kuo Yang +	Mayor	Hanna Huang +
4	Lily Trieu +	At-Large	Pramod Patil +
5	Vincent Cobalis +	At-Large	Pooja Sethi +
6	Fang Fang +	At-Large	Zahra Shakur Jamal-Hassan -
7	VACANT	At-Large	Sarah Chen (Vice-Chair) +
8	VACANT		

**MEETING MINUTES**

**CALL TO ORDER**

The meeting is called to order by Chair Kirk Yoshida at: **6:17pm**

**ROLL CALL**

**ABSENT:**

- **Azra Siddiqi**
- **Meena Mutyala**
- **Zahra Shakur Jamal-Hassan**

**PRESENT:**

- **Kirk Yoshida**
- **Kuo Yang**
- **Lily Trieu**
- **Vincent Cobalis**
- **Salimah Shamsuddin**
- **Hannah Huang**
- **Pramod Patil**
- **Sarah Chen**
- **Pooja Sethi**
- **Fang Fang**

**PUBLIC COMMUNICATION: GENERAL**

The first ten speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

**APPROVAL OF MINUTES**

1. Approve the minutes of the COMMISSION'S REGULAR MEETING on both August 16<sup>th</sup> and September 20<sup>th</sup>, 2022.
  - a. Motion to approve both August & September regular meeting minutes by Lily Trieu. Seconded by Sarah Chen. None abstain. None Opposed. Motion passed unanimously.

**MEETING MINUTES**

**STAFF PRESENTATION**

2. Houmma Garba – Communications & Public Information Office (CPIO), Updates on the Language Access Program
3. David Nicks & Laura Esparza – Parks & Recreation Department (PARC), AARC Phase Two Updates

**DISCUSSION AND ACTION ITEMS**

4. Discussion and possible action on confirming the Commission's regular meetings for the 2023 calendar year.
  - a. Sarah Chen motions to approve 2023 calendar year commission meetings. Seconded by Vince Cobalis. All in favor. None opposed. Motion passes unanimously.
5. Discussion and possible action about chair leadership starting January 2023. Inquiring about commissioner capacity to lead after Kirk & Vince step down due to term limits.
  - a. Commissioner Pooja Sethi's resignation will be effective 11/21/2022.
  - b. Commissioner Salimah Shamsuddin's resignation will be effective 12/21/2022.
  - c. Commissioners Vincent Cobalis, Kirk Yoshida, and Pramod Patil terms of office on February 28<sup>th</sup>, 2023 with additional 60 day transition period (April 29<sup>th</sup>, 2023).
  - d. Commissioners Hannah Huang and Kuo Yang are appointed by city council member not reelected, and their term will end on February 28<sup>th</sup>, 2023 with 60 day transition period (until April 29<sup>th</sup>, 2023)
  - e. Must begin marketing for open positions on the Asian American Quality of Life Advisory Commission.
6. Discussion & possible action on the City Clerk's Q&A Session with Equity Office & JIC.
  - a. No additional questions for the clerk at this time. Will begin re-establishing workgroups according to the clarified guidelines.
7. Discussion and possible action on creating a budget workgroup, designating members, outlining responsibilities, timeline, and authorizing members to speak on behalf of the Joint Inclusion Committee on matters pertaining to their assignment.
  - a. Motion to designate a Budget Workgroup to investigate the challenges our community face and that need to be included in the upcoming FY23-24 budget. The workgroup shall consist of no more one less than quorum, and members will be replaced as needed by the commission. Will make periodic reports to the Commission as deemed appropriate, with a summary report on the final budget recommendations, no later than March 31st, 2023. The workgroup members are authorized to represent the Commission as necessary and speak on behalf of the committee on matters pertaining to their assignment.

***MEETING MINUTES***

- b. Motion by Sarah Chen. Seconded by Hanna Huang. No abstentions. None opposed. All in favor. Motion passes unanimously.
  - c. Budget Workgroup Members: Kirk Yoshida, Vince Cobalis, Hanna Huang, Sarah Chen, & Fang Fang.
8. Discussion and possible action on reconsidering, dissolving, or re-establishing AAQoL Workgroups.
- a. Motion to establish a Spring/Phase II AARC Workgroup that will investigate and follow the development of the AARC with a brief report on findings and recommendations no later than the May 2023 regular commission meeting.
    - i. Motion by Commissioner Vincent Cobalis. Seconded by Commissioner Hanna Huang. None Opposed. All in Favor. Motion carries unanimously.
    - ii. Spring/Phase II AARC Workgroup Members: Kirk Yoshida, Vincent Cobalis, Hanna Huang, Lily Trieu.
  - b. Motion to dissolve the Business Planning Workgroup.
    - i. Motion by Commissioner Fang Fang, Second by Commissioner Lily Trieu. All in Favor. None Abstained. None Opposed. All in favor. Motion carries unanimously.
  - c. Budget Workgroup – Already authorized correctly
    - i. See item 7 on these minutes.
  - d. Motion to dissolve the Community Engagement Workgroup.
    - i. Motioned by Commissioner Hanna Huang. Seconded by Commissioner Sarah Chen. All in Favor. None Abstained. None Opposed. Motion Carries unanimously.
  - e. Motion to dissolve the Arts & Culture Workgroup.
    - i. Motion by Commissioner n Cobalis. Seconded by Commissioner Hanna Huang. All in favor. None Abstained. None Opposed. Motion carries unanimously.
  - f. Motion to establish a Community Stakeholder Workgroup, tasked with engaging the community and implementing a marketing plan to solicit applicants for the open position on the commission. The workgroup will submit a brief report on their work and finding no later than the regular meeting in May 2023.
    - i. Motion by Sarah Chen, Seconded by Fang Fang. All in favor. Non-Opposed. None Abstained. Motion carries unanimously.
    - ii. Community Stakeholder Workgroup Members: Vince Cobalis, Fang Fang, Sarah Chen
9. Discussion and possible action on the Business Planning Workgroup and AARC Workgroup for succession planning.
- a. See above 8a: The commission voted to establish a Spring/Phase II AARC Workgroup.
  - b. See above 8b: The commission voted to dissolve the Business Planning Workgroup, and transfer some of its relevant responsibilities to the newly formed Budget Workgroup.

**MEETING MINUTES**

10. Discussion and possible action to authorize commissioners to speak on behalf of the commission about Quality-of-Life Studies.
  - a. Motion to authorize select commissioners to speak on behalf of the commission about Quality-of-Life Studies until March 31<sup>st</sup>, 2023, with a brief report about developing Quality of Studies at the regular meeting in April 2023.
  - b. Motioned by Commissioner Vince Cobalis. Seconded by Commissioner Sarah Chen. None opposed. None abstained. Motion passes unanimously.
  - c. Authorized Commissioners: Lily Trieu, Kirk Yoshida, Hanna Huang, Sarah Chen, and Fang Fang.

**WORKING GROUPS/COMMITTEE UPDATES**

11. Asian American Resource Center (AARC) Workgroup - Update on AARC Master Plan
12. Health and Community Engagement Workgroup – General Update on Current Work
13. Arts & Culture Workgroup – General Update on Current Work & Announcement on an Event hosted by Austin - Oita Sisters City Committee at the AARC on Sat. August 20<sup>th</sup>
14. Human Resources Workgroup – General Update on Current Work
15. Business Planning Workgroup – General Update on Current Work & Update on FY 22-23 Budget Process - NOAA update
16. Public Safety / Policing Project – General Update on Current Work
17. Joint Inclusion Committee – General Update on Current Work by Commissioner Cobalis
18. Commissioner Vacancies, Annual Report & Workgroup Members – Commissioner Yoshida

**INFORMATION SHARING**

19. Open Mic for Commissioners to share information with each other, especially regarding future agenda and pending deadlines on action items.
  - a. December 3<sup>rd</sup>, 2023: 7th Annual "Passport to the World" family-friendly festival at the Downtown Austin Public Library 1pm-4pm, hosted by Austin Sister Cities International (ASCI).

### **FUTURE AGENDA ITEMS**

20. Call for items from Committee members:
- a. Human Resources Department Staff Report Update **(TBD)**
  - b. Activation of the Joint Cultural Committee **(TBD)**
  - c. YWCA – Mental Health Contract with APH for Asian American Mental Health Services **(TBD)**
  - d. AARC Workgroup Update
  - e. Community Engagement Workgroup

### **ADJOURNMENT**

21. The meeting is adjourned at: **8:27pm**

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The City of Austin is committed to compliance with the Americans with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access, and hybrid virtual meeting attendance is now available. If requiring Sign Language Interpreters or alternative formats, please give notice of at least two days (48 hours) before the meeting date. Please call the Equity Office Commission Liaison, Jeremy Garza, at (512) 978-1797, or email at [jeremy.garza@austintexas.gov](mailto:jeremy.garza@austintexas.gov), for additional information; TTY users route through Relay Texas at 711.

**For more information on the Asian American Quality of Life Advisory Commission, please contact the Equity Office Commission/Neighborhood Liaison, Jeremy Garza, by phone at (512) 978-1797, or (preferably) via email at [jeremy.garza@austintexas.gov](mailto:jeremy.garza@austintexas.gov).**

**\* The Asian American Quality of Life Advisory Commission voted to approve these meeting minutes at their regular meeting on 12/20/2022 on Commissioner Sarah Chen's motion, and Commissioner Mohsin Lari's second. None abstained. None opposed. The motion to approve these meeting minutes passed unanimously.**