

Asian Pacific Islander (API) Meeting Minutes

Friday, July 15, 2016

3:00 – 4:00 p.m.

City Hall, Pettygrove

Attendees

Pooja Bhatt, Yvette Gayomali, Stefanus Gunawan, Carolyn Lee, Matt Lim, Janis McDonald, Rodrigo Morales, Erika Nebel, Betsy Quitugua, Jeff Selby, Som Subedi, Kalei Taylor, Raul Torres, Lynda Viray, Linh Vu, Simon Whang

DEEP Executive Committee Attendees

Yvette Gayomali, Carolyn Lee, Janis McDonald

API Committee Attendees (newly formed)

Stefanus Gunawan, Matt Lim, Erika Nebel, Jeff Selby, Lynda Viray

Welcome & Introductions

- Erika passed the following documents to all attendees: agenda, mission statement, goals & group policy, and activities
- Attendees stated their names, titles, and organizations

Purpose & Agenda

- Erika explained the purpose of meeting was to start API (*tentative name*) Affinity Group
- Agenda was open to comment and there were no further comments made

Background

- Carolyn discussed how Diverse and Empowered Employees of Portland (DEEP) was first established
 - City aimed to have organized efforts to come together as Mayor Katz initially wanted to create a diversity committee
 - Parks and Recreation and other bureaus had created similar committees
 - City developed Affirmative Action and started DEEP to be employee driven
 - DEEP has been active for over 10 years and currently has [9 affinity groups](#) (i.e. CAAN, PDXCityMamas, Faith & Friends, FACE, LGBTQ & Friends, SET, ULA, VET, Women's Empowerment)
 - Disabilities affinity group is in the process of being reinvigorated
 - Filipino American City Employees (FACE) was the first affinity group established and API would like to co-exist with FACE as the umbrella group
 - Other groups are welcome to be created in the future
- Janis discussed the process of starting an affinity group

- Requirements include a mission, vision, leadership committee or co-chairs, and formal application
- DEEP committee votes on the proposed affinity group
- Upon approval, calendar of events must be submitted, an event needs to include the cultural celebration month, and also collaboration with other affinity groups
- Budget allocated is \$300 from Office of Equity and Human Rights – Jeff Selby from Office of Equity and Human Rights was present and confirmed this amount

Name of Affinity Group

- Discussed not all city employees are American and agreed AAPI is not all encompassing
- The group agreed to API unless another name is presented

Mission Statement

- Feedback is include words such as educate, celebrate, and development – Erika to revise

Goals & Group Policy

- Erika asked DEEP Executive Committee attendees if the draft mirrored city policy
- Janis explained the policy is mainly how the group functions and works – Erika to revise
 - Recommended reviewing ULA and PDXCityMamas policy
 - She will follow up with Debbie and forward Erika further information
 - Recommended having a committee instead of co-chairs to share the work
- Erika asked for committee members – Stefanus, Matt, Jeff and Lynda raised their hands
- Feedback is to include words such as food and celebrate in document
- Goals & Group Policy is a living document and can be changed if revisions are needed
- City Attorney’s office clarified that the group cannot gather to support a candidate or use city funding towards a candidate
- API agreed to initially meet monthly preferably Friday during lunch
- Committee will present information and majority of API attendees present at meetings will vote and rank (e.g. events)
- Rod is able to provide a spreadsheet of city employees who have marked API
 - Initial list to reach out for API members
 - Additional outreach for employees who marked other and are of mixed race

Activities

- Discussed list of activities as 2 activities are needed
- Confirmed field trip to Jade District Night Market with DEEP as qualifying event
- Heritage month celebration in May will be a general requirement
- Feedback is to include social events such as karaoke and potlucks, race training/education (e.g. the history of API discrimination), collaboration with affinity groups, collaboration with Know Your City non-profit (Janis’ recommendation), and lunch time talks
- Calendar template is provided by DEEP for affinity group web page
 - Able to set up email and distribution list

- Debbie can also send outreach emails
- Attendees agreed that the 2 activities will be 1) Heritage month celebration and 2) Jade District Night Market

Next Steps

- Finalize documents and circulate for review
- Review group policy
- Submit application (no hard deadline)
- Schedule next API meeting

DRAFT