



Commission on  
Asian & Pacific Islander  
American Affairs

# Commission on Asian and Pacific Islander American Affairs Full Commission Planning Meeting

January, 13, 2021 | 5:00 - 7:00PM  
MINUTES

Zoom Info: <https://ucr.zoom.us/j/91862439218?pwd=YzltTd1lnMThETU9vNkJ1NXozUk83UT09>  
Meeting ID: 918 6243 9218  
Passcode: 256400

## Agenda Meeting:

### I. Welcome and Call to Order by Chair @ 5:03pm

### II. Roll Call

#### A. Present:

1. Karthick Ramakrishnan
2. Helen Lee
3. Christopher Punongbayan
4. Raymond Buenaventura
5. Rajan Gill
6. Catherine Ofa Mann
7. Janani Ramachandran
8. Kirin Macapugay
9. Lance Toma
10. Cirian Villavicencio
11. Simon Pang

#### B. Absent:

1. Polly Low

### III. Approve Minutes from

#### A. May 11, 2020

1. Corrected Polly Lo to Polly Low
2. Yes
  - a) Karthick
  - b) Helen
  - c) Rajan
  - d) Chris



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- e) Cirian
- f) Ray
- 3. Abstained
  - a) Lance Toma
  - b) Kirin Macapugay
  - c) Janani Ramachandran
- B. May 22, 2020**
  - 1. Public comment - no public comment
  - 2. Closed session - Personnel
  - 3. Commissioner Gill moves to approve
  - 4. Second by Commissioner Lee
  - 5. Vote
    - a) Unanimous yes votes

### **IV. Chair Opening Remarks - 5:10pm**

- A. Welcome and hoping for a more equitable new year
- B. Recap Nov 15 Swear-in

### **V. Commissioner Hopes and Reflections- 5:11pm**

- A. Commissioner Lee - Welcome to Nkauj lab and looking forward to expanded capacity. Challenging year and figuring our role to supporting our community.
- B. Commissioner Punongbayan - Happy ED started and excited to work ED. Look forward to how API leadership on a national level and effect. Hopeful for a new day.
- C. Commissioner Ramachandran - Excited to be here and look forward to working with API leaders.
- D. Commissioner Villavicencio - Welcome Nkauj lab and excited. Excited to what we will do. Can't discount the work the commission has done on a volunteer basis. Looking for new hope to restore our democracy.
- E. Commissioner Macapugay - Glad to be back on commission. Echo League of API Cities' disappointment that there are no API representation on the new presidents' cabinet / administration
- F. Commissioner Toma - Glad to be part of the commission and look forward to the work ahead, especially on the COVID19 vaccination.
- G. Commissioner Gill - Welcome to all the new commissioners. Looking forward to when we're able to meet again.



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### VI. Executive Director Report

#### A. Budget / Operations

1. Excited to be here and one-on-one's with Commissioners have been very fruitful.
2. \$13,500 cut from the State making current budget \$486,500
  - a) Next year's budget will also be cut by \$14,000 bringing budget to \$486,000
  - b) Question from Chair Ramakrishnan about whether unspent funds from this year will carry over into next year; current understanding was yes, it would carry over
3. Executive Director Yang reviewed the current expense budget and proposed changes as outlined in the Executive Director report
  - a) GovOps estimates \$100K in start-up costs such as Bagley Keene training, procurement services, etc
  - b) Discussion was held on the proposed second staff meeting, whether admin or program, and also whether the budgeted item is sufficient to cover benefits; perhaps there needs to be give in the proposed office expenses
  - c) Executive Director Yang is exploring the possibility of purchasing power so that every acquisition does not need to go through the state
4. Operations work is intense and includes Department of General Services, Department of Technology, Department of Finance, CalHR
  - a) Workers Compensation Policy will need to be purchased and will not be included even though we are part of the State; Commissioner Lee will work with the Executive Director on this issue
5. Sexual Harassment and Ethics trainings need to be completed before end of January and certificate of attendance given to Executive Director

#### B. Policy and Program Priorities

1. Overall priorities are Relationship Building, Programs, Policy Priorities (bills and implementation), Internal Infrastructure, and Communications Strategies
2. The Executive Director's written report provided more detail about Policy Priorities on the following areas: Health access (AB 1726 data disaggregation law), Education equity, and Immigrant and Refugee Rights
  - a) Campaign for College Opportunity, EPIC, Advancing Justice, and other community organizations may be a good resource on data disaggregation advocacy



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- b) Establishing a California AANAPISI program
  - c) In general, the Commission should establish a process for endorsement of bills, etc., perhaps through a committee
  - d) Budget advocacy is also another possible venue for involvement
  - e) Economic security could be another proposed category for policy advocacy
  - f) Commission should coordinate with APILC
  - g) Action item to make the website a place where members of the community can give us feedback about what the Commission should be working on, using google forms, etc
3. The Executive Director's written report provided more detail about Program Priorities on the following areas: API organization survey, Public Hearings, Internship/Volunteer Program, Partnerships
    - a) February hearing on the Road to COVID Recovery
  4. The Executive Director's written report provided more detail about Communications Priorities on the following areas: Set up Infrastructure, Narrative Shift, and Monthly/Quarterly Newsletter

### **VII. Commission structure and governance**

#### **A. Ad hoc committees, which are broadly focused on strategy**

1. Governance (editing by-laws, decision-making process, delegation, recruitment)
2. Policy (process to narrow down priorities, nominations to other commissions/appointments)
3. Program & Community Partnerships (public hearings)
4. Communication Strategies (logo, brand, press, spokesperson guidelines)

#### **B. Commissioners to ID committees (2 or less per subcommittee)**

1. Governance: Lee, Punongbayan
2. Policy: Ramachandran, Villivicencio
3. Program & Community Partnerships: Mann, Gill
4. Communications: Ramakrishnan, Macapugay

At 7:00pm, (M/S/C) Lee, Toma extended the meeting for 30 minutes. Motion passes without objection.



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### **VIII. Meetings for the next 6 months**

- A. January -
- B. February - doodle for meeting
  - 1. Election for Treasurer
  - 2. Budget update
- C. March - doodle for meeting
- D. April - skip
- E. May - hearing and committee
- F. June - meeting, elections

### **IX. Public Comment**

- A. None

### **X. Adjournment - Time: 7:12pm**

- A. (M/S/C) Pang, Villivencio to adjourn meeting. Motion passes.