



**Regular Meeting**  
**Thursday, November 15, 2018**

**Present:**

Chair Marcio Macedo, Commissioners, Sandra Mercedes Canas, Nick Lopez-Cortes, Donna Davis, Karin Lin, Karim Razzaz, Alejandro Epstein-Santoyo, Jennifer Sparks, Merline Sylvain-Williams, Yarlennys Villaman, CIRC Staff Crystal Rosa

**Absent:**

ED Nancy Schlacter (on phone), CIRC Staff Tagesech Wabeto, Commissioner Elizabeth Badger (on phone)

**1. Call to order:**

Chair Macedo called the meeting to order at 6:05 pm. Commissioner Badger and ED Schlacter were on a conference call.

**2. Public comment**

No public present, no public comment.

**3. Review and approval of October minutes**

Commissioners reviewed the minutes of the October meeting, Commissioner Epstein-Santoyo moved to approve, and Commissioner Canas seconded.

**4. Executive Director's report**

ED Schlacter stated that 2-year grants of \$40,000 per year were awarded to 3 of the 4 organizations (GBLS, CLSACC, IIIC and PAIR) that focus on the representation of those in detention and deportation proceedings. The fourth organization was awarded a grant to conduct outreach.

• **Report from Immigrant Services Liaison (ISL)**

ISL Wabeto will update the Commission at the next meeting.

**5. New Business**

• **Welcome & Introductions**

The members of the Commission introduced themselves and welcomed the 4 new Commissioners: Elizabeth Badger, Sandra Canas, Donna Davis and Karim El Razzaz.

• **Public Charge Rulemaking**

ED Schlacter explained that she decided the Commission will co-sponsor an event with UUC First Parish and Mass Law Reform Institute about the Public Charge Rule "comments" effort. Additionally, ED Schlacter is looking to coordinating an Informational training for City staff who work in direct services about Public Charge Rule via the Mass Law Reform Institute. The Commission provided these stakeholders who would benefit from a training: School Parent Liaisons, Multi-Service Center, CET, and CLC. Commissioner Sparks stated that the Lowell community is experiencing reduced numbers of patients, who are immigrants, seeking WIC, SNAP, and health care. It was suggested that residents be advised to attend a legal screening clinic if they have specific questions regarding their immigration circumstance.

• **Goal setting for CIRC 2019**

Chair Macedo briefed the Commission that within the first 3 years of its existence it completed a Needs Assessment, Legal Clinic, and Welcome Event. ED Schlacter summarized that the Commission has been focused on connecting residents to resources, identifying the resources needed, and has long-term goals to grow its ability in connecting to neighboring communities, and expand to the school system, and health care. Chair Macedo read the goals listed from the November 2017 meeting minutes. The Commission highlighted the following areas for further discussion at the next meeting:

- How can the Commission help residents feel safe and welcome?
- How can the Commission connect and support residents to people, services, and resources?
- Access to printed material in the native language for non-English speaking residents.
- Informative bus stop signs - "Did you know" campaign
- Representation in City employees of city's diversity (E.g. at city shelters)

- **Co-Chairs nominations for 2019**

ED Schlacter explained the voting process that was agreed upon the year before along with eligibility for running as Chair/Co-Chair in December. The effective start date for a new Chair would be January 2019. Members of the Commission nominated Commissioners Lopez-Cortes, Sylvain-Williams, and Villaman. The members nominated for Chair agreed on a co-chair model to be determined by a voted in December.

- 6. **Ongoing Business**

- **CCTV "Ask the City" video series – segment on CIRC – still pending completion**

- **AGO on UPIL training/outreach**

ED Schlacter is working with John Galli at the Community Learning Center regarding UPIL trainings with the Attorney General's Office.

- **KYR Trainings for Guidance Counselors**

PAIR has provided 2 KYR Trainings for Guidance Counselors, Social Workers and Psychologists at Cambridge Rindge and Latin High School with the coordination efforts by CIRC. The series of KYR trainings are almost finalized. Additionally, ED Schlacter coordinated with Emily Singer of College Success Initiative for Enroot to help with providing financial aid information to DACA students. ED Schlacter will follow up on this item for the next meeting.

- **Open Meeting Law**

Members of the Commission were provided a copy of the AGO's Open Meeting Guide of 2017 for review. The Commission will discuss any questions about Open Meeting Law at the next meeting. The members were advised not to discuss any Commission business over email to avoid possible violations. The members were also advised to contact CIRC staff if they wished to distribute information to the rest of the Commission.

- 8. **Future projects – Keep items below for goal setting at the next meeting**

- PSA @ CIRC – "Ask the City" video in lieu of this?
- Goals for FY2019 – develop strategic plan w/Needs Assessment in mind
- Elevator pitch
- Jason Weeks - leave on agenda to invite after our goals conversation
- Opportunities for outreach at Cambridge cultural events – the Caribbean, Greek,

Commissioner Sparks moved to adjourn the meeting at 7:55 p.m., seconded by Commissioner Lopez-Cortes.

Next commission meeting will be on Thursday, December 27, 2018, at 6 pm in the conference room located in the Human Rights office on the 2nd floor.