

Meeting of the Board

July 21, 2022

5:00 P.M. – 6:30 P.M.

Location: Lady Slipper Room – Centennial Office Building
658 Cedar Street – Saint Paul, MN 55155

OR

[Click here to join the meeting](#)

Or call in (audio only)

[+1 651-395-7448](tel:+16513957448)

Phone Conference ID: 447 149 24#

AGENDA

Time	Item	Information/Discussion/Action
5:00 P.M.	Public Comments (2 mins max per person)	Information/Discussion
5:10 P.M.	Board Business – Roll Call – Approval of March 17, 2022 Minutes – Approval of July 21, 2022 Agenda	Information/Discussion/Action
5:15 P.M.	Financial Report	Information/Discussion
5:20 P.M.	Dr. Brooke Cunningham, Assistant Commissioner, Dept. of Health	Information/Discussion
5:45 P.M.	Post-Session Work Plan (Legislative Priorities Survey and Community Conversations)*	Information/Discussion
6:00 P.M.	Leadership Awards Dinner Committee Report	Information/Discussion
6:10 P.M.	Executive Committee Report	Information/Discussion
6:20 P.M.	Community Updates	Information/Discussion

Next Meeting of the Board: September 15, 2022

An agenda item with an * is an item the Council Board will take public comments on during the Public Comments time pursuant to the Council’s Policy on Community Input at Council Meetings.

A quorum exists when forty percent of voting members are present.

Minutes
Council Board Meeting
March 17, 2022
5:00 – 6:30 P.M.
WebEx

Chair Hoang called the meeting to order at 5:02 P.M.

I. PUBLIC COMMENTS

No public comment was made.

II. ROLL CALL

Present:

Dave Hoang
David Maeda
Faamati Winey
Ma Xiong
Saraswati Singh
Ngawang Dolker
Senator Eric Pratt
Representative Nash – Late Arrival

Staff: Sia Her, Andrew Morris, Mai Tong

Absent: Bryan Thao Worra, Chang Wang, Khendum Gyabak, Daisy Zan, Representative Melissa Hortman, Representative Jim Nash, Elizabeth Eckman

With 7 out of 14 voting members present at the time of roll call, a quorum was present.

Meeting came to quorum at 5:05pm.

III. APPROVAL OF MARCH 17, 2022 AGENDA

Chair Hoang requested a motion to add the item of staff to present to the Board on API Day at the Capitol.

BY: David Maeda

SECOND: Saraswati Singh

ROLL CALL VOTE

All in favor:

Dave Hoang
David Maeda
Faamati Winey
Ma Xiong
Saraswati Singh
Ngawang Dolker

Senator Eric Pratt

All opposed:

With 7 out of 7 voting members voting in favor of the motion at the time of roll call vote, the motion prevailed.

IV. APPROVAL OF JANUARY 20, 2022 MINUTES

MOTION: To approve the minutes from the January 20, 2021 Board meetings.

BY: Saraswati Singh

SECOND: Ma Xiong

ROLL CALL VOTE

All in favor:

Dave Hoang

David Maeda

Faamati Winey

Ma Xiong

Saraswati Singh

Ngawang Dolker

Senator Eric Pratt

All opposed:

With 7 out of 7 voting members voting in favor of the motion at the time of roll call vote, the motion prevailed.

V. FINANCIAL REPORT

Chair Hoang asked Ms. Her to speak to the financial report. Ms. Her thanked the Chair and explained that since Faamati Winey is the Treasurer and Ms. Her had not had a chance to meet with Ms. Winey and the Small Agencies team at the Department of Administration (SmART), Ms. Her asked Ms. Winey to share with the Board that there has not been any significant changes to the financial report since the previous Board meeting. There were no questions from Board members on the Financial Report.

VI. GOVERNMENT RELATIONS COMMITTEE

Next, Chair Hoang asked Ms. Her to provide the Board with context and history on past use of the Government Relations Committee (GRC), considering the relatively large number of new Board members. Ms. Her shared that the intention of the Council is to provide Board members with opportunities to learn and participate in the workings of state government, in addition to their role as advocates for their communities. The GRC had been previously established as a way for Board members to be more actively engaged on behalf of the Council. The GRC's meetings, as with other official bodies of the Council Board, are subject to the Open Meeting law. Reactivating the GRC could enhance the expertise of Board members as well as provided some staff with some capacity during fast-paced legislative

sessions. The GRC would likely be most active during the legislative session. The GRC membership is open to interested members, and must not exceed a quorum of the Board. Andy Morris, the Council's Public Affairs and Legislative Liaison would be the assigned staff to the GRC.

Chair Hoang asked for comments and questions. David Maeda stated that he was glad to see the return of the GRC, which has previously been influential. Mr. Maeda encouraged members who do not have experience in government to participate as well. Ms. Her shared that there are set parameters for Board members when engaging at the legislature, to distinguish between personal advocacy and acting as a representative of the Council Board. Chair Hoang asked that members look at the draft document on the Committee and suggested returning to the reestablishment of the Board at the next meeting. Ms. Her also suggested the Board Retreat could present a good opportunity to address all Committees so members could consider their capacity and participation.

Vice Chair Singh asked how many members could join the Committee. Ms. Her answered that membership must be less than a quorum of the full Board, which would be 5 or fewer members with a full Board. Vice Chair Singh expressed her interest in joining the Committee.

VII. API DAY AT THE CAPITOL 2022

Chair Hoang called on Mr. Morris to present on the plan for 2022 API Day at the Capitol. Ms. Her shared that API Day at the Capitol had been cancelled for the last two years due to the pandemic but has been a longstanding Council tradition and important event. Mr. Morris shared that in light of improving COVID-conditions, plans had shifted from a virtual event to a live rally at the Capitol on April 21, 2022. Additionally, staff plan to follow through on previous announced events, such as the private presentation to legislators on the state of the APM community, followed by two days of legislative visits during the week of April 18. Council staff are currently finalizing details and meeting with community members to ensure a robust turnout for API Day's return to the Capitol, followed by a first-of-its-kind Meet and Greet between community and policymakers. Mr. Morris encouraged Board members to conduct their own outreach to their communities, and to be conscious of the requirements of the Open Meeting law while at API Day.

Vice Chair Singh expressed appreciation for the shift to an in-person format and asked why cultural performances such as a dance could not be performed after March 18. Mr. Morris answered that it was because that date marks the approach of Committee deadlines at the legislature, and marks the period when legislators become more focused on time-sensitive matters. To avoid distractions to their work, particularly in a Senate Committee room directly under the Rotunda, musical performances are not allowed inside the Capitol after the deadlines are near.

VIII. LEADERSHIP AWARDS DINNER COMMITTEE

Chair Hoang asked Ms. Her to provide background on the Leadership Awards Dinner. Ms. Her shared that the Dinner is another key Council event, with the last one being held in 2017 due to the pandemic. The Dinner is meant to recognize a small group of individuals

who have made significant contributions to Minnesota's API communities. The Leadership Awards Dinner Committee is intended to be involved with the planning of the event and in the nomination and selection process for Award recipients. The Dinner also serves as an opportunity to strengthen relationships between community members and leaders across all of Minnesota's API communities.

Chair Hoang asked Ms. Winey to Chair the Committee, given her experience in this role. Ms. Winey thanked the Chair and asked for additional volunteers, as well as recognizing the work of staff. Ms. Her clarified that the Committee would be most involved in planning of the event, selecting recipients, and ensuring broad representation at the Dinner as opposed to being focused on seeking sponsorships.

The Board decided that interested members state their interest in writing by email to record their participation in the Committee. Chair Hoang asked which members may be interested, with no members responding at this time; staff will follow up via email.

IX. BOARD RETREAT

Ms. Her shared that the Executive Committee had decided to hold a Board Retreat in either the late summer or early fall of 2022. The Retreat would take one half day, likely to be held on a weekend, and would include training on the Council's purpose and a comprehensive review of the Council's Strategic Plan. Staff will distribute a survey to members to gauge availability and timing of the Board Retreat.

X. EXECUTIVE COMMITTEE REPORT

Chair Hoang reminded Board members that Ms. Her had shared the Executive Committee Report as part of the materials for the Board meeting. There were no questions on the Report.

XI. COMMUNITY UPDATES

Ms. Winey shared that there were no updates from her community.

Mr. Maeda shared that the Japanese American Citizens League was holding a poetry and art contest to commemorate the internment of Japanese Americans during World War II.

Vice Chair Singh shared that Holi, the Hindu Festival of colors, would be held that Friday.

Ms. Dolker shared that the Tibetan community had recently held its Tibetan Uprising Day at the Capitol and had recently concluded the Lunar New Year. On April 5, the Tibetan community was invited to perform at halftime for the Timberwolves' game in recognition of API Heritage Month. The community is also working on a plan for July to commemorate the Dalai Lama's birthday.

Ms. Xiong shared that the week was the one-year anniversary of the Atlanta area shootings. She also shared that March is national Disability Awareness Month, and that work continues to help keep communities safe during the pandemic even as case numbers fall.

Representative Nash shared that he had also joined the Tibetan Uprising Day event and was looking forward to API Day at the Capitol in April.

Senator Pratt shared that he had recently met with API Chambers of Commerce and community new year's, and appreciated the Council's efforts to create engagement opportunities between communities and legislators.

Chair Hoang shared that he had no update.

Ms. Her shared that the Lao and Thai are celebrating their New Year's during API Heritage Month this year. The Thai New Year will be held on the Capitol lawn over the course of the Memorial Day weekend, with a very large crowd expected. The Council is helping to support the event.

Chair Hoang adjourned the meeting at 6:28 P.M.

Selection Criteria: Budget Period - 2022, Fund - 1000 to 6000, DeptID - G9N30000 to G9N3ZZZZ, AppropID - G9N0000 to G9NZZZZ

Break On: Budget Period, Fund, DeptID, AppropID

Budget Period: 2022	Fund: 1000 General	DeptID: G9N31000 Asian-Pacific Council	AppropID: G9N1100 Council on Asian Pacific MN
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Remaining Payroll Projection	Full-Time (41000): \$26,626.48	Part-Time (41030): \$0.00	Total: \$26,626.48
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Account Class and Description	Current Budget	Pre-Encumbered	Encumbered/Committed	Expended	Unobligated	Unexpended
41000 Full Time - Salary	407,000.00	0.00	31,767.27	375,232.73	0.00	31,767.27
41050 Overtime and Premium Pay	8,000.00	0.00	1,193.68	6,806.32	0.00	1,193.68
41070 Other Employee Cost	1,000.00	0.00	779.00	221.00	0.00	779.00
41100 Space Rental And Utilities	18,250.00	0.00	12.86	18,309.92	-72.78	-59.92
41110 Printing And Advertising	5,300.00	0.00	0.00	5,277.67	22.33	22.33
41130 Prof-Tech Serv-Outside Vend	27,900.00	0.00	10,354.00	15,945.00	1,601.00	11,955.00
41155 Communications	1,150.00	0.00	193.06	856.94	100.00	293.06
41160 Trav-Sub-InState-Border Comm	2,000.00	0.00	350.00	1,346.94	303.06	653.06
41170 Trav/Sub-OutOfState-BorderComm	1,350.00	0.00	8.00	1,326.73	15.27	23.27
41180 Employee Development	3,500.00	0.00	1,950.00	1,513.00	37.00	1,987.00
41190 State Agcy-Prov Prof-Tech Serv	770.00	0.00	0.00	770.00	0.00	0.00
41196 Rate-Based MNIT Services	17,500.00	0.00	2,147.86	15,352.14	0.00	2,147.86
41197 Agency-Specific MNIT Services	3,300.00	0.00	1,825.18	1,399.82	75.00	1,900.18
41300 Supplies	5,350.00	0.00	344.10	4,995.46	10.44	354.54
41400 Equipment	5,000.00	0.00	353.37	4,567.26	79.37	432.74
41500 Repairs To Equip & Furn	1,100.00	0.00	394.61	684.14	21.25	415.86
43000 Other Operating Costs	16,530.00	0.00	3,385.05	12,868.45	276.50	3,661.55
Total	525,000.00	0.00	55,058.04	467,473.52	2,468.44	57,526.48
Report Total	525,000.00	0.00	55,058.04	467,473.52	2,468.44	57,526.48

2022 Post-Session Projects Work Plan

Session Recap Newsletter

Description: A high-level, written description of the results of the end of the 2022 regular session, as well as an assessment of the potential for a special session to address unfinished work to be sent through GovDelivery.

Purpose: To provide a digestible summary of the 2022 regular session and the current political situation in state government. The survey will also serve as a prompt for community members and organizations to think about what their priorities are for the coming biennium in advance of the deployment of the Legislative Priorities Survey

Primary Responsibility: Andy

Timeline:

- Mid-June: Sent through GovDelivery in advance of deployment of Priorities Survey and invitations to Conversations.

2022 Legislative Priorities Survey

Description: At the beginning of each legislative biennium, the Council conducts a legislative priorities survey to gain a deeper understanding of the issues of greatest concern to the Asian Pacific Minnesotan population. The survey will be disseminated online using (1) the Council's communication platforms, and (2) existing networks of community members connected to community based organizations. A limited amount of in-person sample collection will be done at community and/or Council events, which will be determined based on survey sampling needs.

Purpose: The results of the survey will be used to advise the Council's legislative priorities for the 2023-2024 legislative biennium.

Primary Responsibility: Anjuli

Timeline: Collection phase - July 1 through September 30; analysis phase – October 1 through October 31.

Community Conversation Series

Description: These will be a series of targeted conversations/listening sessions to inform communities about the state of the legislature's work and to gain nuanced community perspectives on critical issues to bring before the Legislature during 2023-2024 biennium. The Conversations will take place while the Survey is available.

Purpose: This series of conversations is intended to supplement the Council’s 2023-2024 legislative agenda with direct input from targeted communities as a supplement to the quantitative and qualitative data from the Legislative Priorities Survey. It is also intended to maintain these communities’ attention on the work of the legislature to support more open communication on shared priorities and proactive engagement in the coming biennium.

Primary Responsibility: Andy

Timeline:

- **End-June:** Targeted groups to be identified and invited
- **July through August:** Conversations to take place. However, extensions may be necessary to ensure the largest number of groups can participate.
- **September to early November:** Preparation of report and presentation on findings.

Presentation and Report on State of Asian Pacific Minnesotans

Description: Reports and presentation to provide information and analysis of the findings of the post-session projects and 2020 Census data on Asian Pacific Minnesotans. There will be separate reports on the Survey and the Conversation series.

Purpose: To provide a final orientation for legislative activities in the 2023-2024 biennium, which is scheduled to begin early January 2023.

Timeline:

- **October:** Drafting and review
- **Early November:** Presentation to the community