



Regular Meeting
Thursday, February 22, 2018

Present: Commissioners Leslie DiTrani, Marcio Macedo, Roxanna Maldonado-Garcia, Karin Lin, Nick Lopez-Cortes, Merline Sylvain-Williams, Jennifer Sparks, Melanie Torres, Alejandro Epstein-Santoyo and Yarlennys Villaman, and CIRC Staff Nancy Schlacter, Crystal Rosa and Tagesech Wabeto

Absent: Commissioner Elena Chopyak

1. Call to order

Co-Chair Macedo called the meeting to order at 6:00 pm.

2. Public comment:

No public comment. There were 2 journalism students present during the meeting, their names: Abigail Noyes and Lauren Foglestrom. Co-Chair DiTrani announced that she was recording the meeting.

3. Review and approval of January Minutes

Commissioners reviewed the minutes and provided substantive edits. Co-Chair DiTrani moved to postpone the minutes for approval until the next meeting for edits to be addressed and Commissioner Lopez-Cortez seconded. Co-Chair DiTrani petitioned that CIRC staff include her January request to complete meeting minutes earlier in a new section of the January minutes. Co-Chair DiTrani further stated that she will make the request regularly. ED Schlacter reiterated that CIRC members would receive minutes a week in advance.

4. Executive Directors Report

Legal Screening Clinic

ED Schlacter briefed the commission on the third legal screening clinic that occurred on Wednesday, February 21, 2018. There were 5 volunteer attorneys and 17 individuals who used the legal screening clinic that evening. There was one attorney who called in sick but another volunteer attorney was able to fill in. There was 1 Commission member volunteer, 3 CIRC staff, and a DHSP childcare worker present. CIRC staff designed 2 sandwich boards to direct attendees to the accessible entrance. CHA is still interested in providing translation services and working on receiving funding for the translation line.

Cambridge Police U-Visa certification policy

Attorney Rachael Benedict reached out to ED Schlacter asking if the City had a policy for the certification of victim/witness cooperation with CPD in support of U Visa application. ED Schlacter met with the City Manager, Law Department, and the Commissioner of Cambridge Police Department. The City confirmed that there is a long-standing practice to certify victim/witnesses who meet criteria.

Know Your Rights

The Islamic Society of Boston will be hosting a KYR at 204 Prospect Street on Tuesday, March 13 from 5:30-7:00 pm. Susan Church will be leading the training. This KYR is open to the public.

5. New Business

• **Arts Council**

Executive Director Jason Weeks was unable to attend the meeting because of an issue with childcare. ED Weeks emailed ED Schlacter suggestions of public art already happening in Cambridge. Co-Chair DiTrani motioned for ED Weeks speak at the March meeting, if available; Commissioner Torres seconded, and unanimously approved by the Commission.

- **Generic Business Cards for Commissioners**

Updating business card design with edits is in progress.

- **DACA/Financial Aid presentations for CRLS staff**

Co-Chair DiTrani went through the power point slides and explained that the presentation provides guidance counselors resources on college applications and financial aid for students who may be undocumented. The presentation also includes information about TPS expirations. A suggestion was made to include information about CIRC, mission statement, and other resources. Commissioners Epstein-Santoyo and Maldonado-Garcia will be presenting the information to the Guidance Counselors. Commissioner Sparks moved to approve the presentation as demonstrated, and Commissioner Epstein-Santoyo seconded, unanimously approved by the Commission. The Commission also discussed whether to include ENROOT as a resource or best practice in the presentation. Co-Chair DiTrani will follow up with Executive Director Ben Clark and send the presentation to CIRC staff to add more information about the Commission.

- **Immigrant Family Preparedness trainings**

ED Schlacter is awaiting approval from the Law Department regarding CIRC's interest in using materials prepared by the AGO on family preparedness, which provides guidance on how to prepare in advance to address children's needs in the event a parent is detained or deported. ED Schlacter is also awaiting approval from the Law Dept. regarding having a Family Law Attorney from the Mass. Law Reform Institute (MLRI) and staff from the PAIR Project provide Family Preparedness train-the-trainer trainings to City staff working with immigrants.

- **'Elevator Pitch' on CIRC for outreach**

Communications working group: Commissioners Torres, Lopez-Cortes, Macedo and Sylvain-Williams. The working group is in progress and will present ideas at next month's meeting.

- **Partnering with AGO on UPIL training/outreach**

Commissioner Villaman, who also works at the AGO Civil Rights Division, announced that the AGO is rolling out Unauthorized Practice of Immigration Law (UPIL) training and outreach throughout the State and is looking to collaborate with CIRC for local trainings. Commissioner Villaman has conducted these trainings in East Boston with a turnout of 70 people in attendance. The training is about 30-45 minutes long and available in Portuguese and Spanish. Commissioner Villaman suggested adding the training with KYRs. ED Schlacter will contact CLC to organize trainings.

- **Needs Assessment 1 page summary**

Commissioner Lopez-Cortes reviewed the summary he created from the Needs Assessment and confirmed that the current work of the Commission closely aligns the interests expressed in the Needs Assessment.

- **Immigrant Welcoming Event – Working Group Commissioners Villaman, Torres, Macedo**

The working group presented their brainstorming ideas to the group regarding the City's Welcoming Event. The event is scheduled for May 19 from 12:30 to 3:00 pm at the Cambridge Main Library. The working group's goal is to make an interactive and celebratory event. ED Schlacter will coordinate with the Mayor's Office to have Marc McGovern speak. CIRC will also have its co-chairs speak at the event and present an award to an organization that has been servicing the immigrant community. CIRC staff will arrange for accessing audio/visual equipment during the event. There are developing ideas for a performance piece, a panel discussion, food, and a breakout session for children to participate in an art activity. CIRC staff will arrange for Commissioners to have T-shirts for identification during the event, along with Welcome lawn signs as giveaways.

- **Report from Immigrant Services Liaison**

Co-Chair DiTrani requested Immigrant Services Liaison (ISL) Wabeto provide a report to the Commission with her monthly outreach activities at each meeting. ISL Wabeto informed the Commission that she participated in a CET NEPT event about how to target outreach to the Ethiopian community in Cambridge.

6. Future Projects

- **PSAs for CIRC**

Working group: Commissioners Villaman, Sylvain-Williams, and Chopyak. This is on hold for Spring.

- **Constant Contact newsletter**

CIRC staff has added a link to a Google Form on the CIRC website where the Commission can start collecting emails from interested parties who request to receive a newsletter.

Commissioner Villaman moved to adjourn the meeting at 8:00 p.m., seconded by Commissioner Sparks.

Next commission meeting will be on Thursday, March 22, 2018, in the Large Conference Rm on the 2nd Flr at 6 pm.