



**Regular Meeting
Thursday, May 24, 2018**

Present: Commissioners Yarlennys Villaman, Leslie DiTrani, Jennifer Sparks, Marcio Macedo, Roxanna Maldonado-Garcia, Karin Lin, Nick Lopez-Cortes, Merline Sylvain-Williams, Melanie Torres and Alejandro Epstein-Santoyo, 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 6:10 pm. No one was recording the meeting at call to order. Co-Chair DiTrani started recording at 7:05 pm when she arrived at the meeting.

2. Public comment:

No public comment.

3. Review and approval of April Minutes

Commissioners reviewed the edits to the April minutes, Commissioner Torres moved to approve and Commissioner Sparks seconded.

4. Executive Directors Report

Legal Screening Clinic

ED Schlacter briefed the commission on the May legal clinic. There was a new DHSP childcare staff able to help. There were 16 attendees and 1 attorney absent but the staff managed well with the remaining 4 attorneys.

C4A Conference

Suffolk Law School hosted the Cities For Action (C4A) Conference this year that was attended by 40 cities across the country, such as LA, Chicago, NYC, Seattle and St. Louis. Representatives from the Mayor's Office were also present. There was a morning plenary on Preparing for Census 2020 regarding how cities can support participation from immigrant communities. ED Schlacter was able to attend the following workshops: Integrating Immigrant Affairs Work Across City Agencies, Establishing Portfolios and Offices for Immigrant Affairs, Immigration Legal Services and Rapid Response Networks, and Best Practices in City/State Collaboration. There was a second plenary in the afternoon on Preparing for Public Charge Rule Change.

Report from Immigrant Services Liaison

Immigrant Services Liaison (ISL) Wabeto provided a report of her monthly outreach activities. ISL Wabeto provided her outreach calendar for public housing buildings that she visits twice a month to replenish outreach materials. ISL Wabeto participated in 3 resource-tabling opportunities at the Fair and Affordable Housing Open House, Hope's Cradle diaper pantries, and CIRC's Legal Screening Clinic. ISL Wabeto explained that some of her outreach is done via email with several local organizations about CIRC's events, resources and brochures. ISL Wabeto also participated in the Door Knocking Outreach nights coordinated by DHSP and CPD. ISL Wabeto assisted with handing out door hangers with resource information on each door for those who were not home or did not want to open their doors. ISL Wabeto informed the Commission of a pilot program called Conversation Café by the Community Engagement Team held at the Central Square and O'Neil public libraries for Spanish and Amharic speaking communities. There is a plan to expand the Conversation Café to additional immigrant communities in the future.

5. New Business

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

The Welcome Event is scheduled for June 9th from 12:30 to 3:00 pm at the Cambridge Main Library. The working group and Project Coordinator Rosa discussed the timeline of the event and finalized remaining tasks. Food coordination details were ironed out along with the performance timeline, and layout logistics for set up.

- **Generic Business Cards for Commissioners**

Project Coordinator Rosa emailed the Commission two digital proofs with the edits discussed at the last meeting. The commission members chose the double-sided version of the business card, which will be printed in time for the Welcome Event.

- **DACA/Financial Aid presentations for CRLS staff – under review by the Law Department**

The PowerPoint slides prepared by the working group are at the Law Department under review. Co-Chair DiTrani suggested that it be explained to the Law Department that information provided in the presentation is not legal advice but information stating public deadlines for financial aid. Co-Chair DiTrani stated that she would follow up with Lin to understand is causing CRLS's hesitation.

- **Immigrant Family Preparedness training – Still under review at Law Dept.**

With the approval from the Law Department, ISL Wabeto provides copies of materials prepared by the AGO on family preparedness in multiple languages for distribution at the legal screening clinic and other outreach events. These resources provide guidance for immigrants on how to prepare in advance to address children's needs in the event a parent is detained or deported. ED Schlacter is still 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.

- **Partnering with AGO on UPIL training/outreach – To be determined for the Fall**

At a previous meeting, Commissioner Villaman, who works at the AGO Community Engagement 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 suggested adding the training with KYRs. Commissioner Villaman stated that the KYRs at CLC are being coordinated with schedules to be determined for the fall.

- **Riverfest – Saturday, June 2 from 11-6 pm**

No one aside from CIRC Staff is available for outreach at Riverfest.

- **Follow up Questions about Cambridge Police U-Visa certification policy**

Co-Chair DiTrani had follow up questions regarding the discussion that occurred at last month's meeting. ED Schlacter explained that Jim Mulcahy, CPD Legal Advisor, had explained that it was better for officers to remain neutral when called to a scene. Co-Chair DiTrani explained that the District Attorney's office has worked through similar issues by using fact sheets that are handed to victims as education and not legal advice. Commissioner Sparks moved that Jim Mulcahy be invited to speak to the Commission about the U-Visa certification policy and practice, this was seconded by Co-Chair Macedo.

6. Future Projects

- **PSAs for CIRC**

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

- **'Elevator Pitch' on CIRC for outreach – on hold for Fall**

Communications working group: Commissioners Torres, Lopez-Cortes, Macedo and Sylvain-Williams.

- **Arts Council**

ED Schlacter will schedule ED Weeks for the Fall CIRC meeting for a discussion about public art to welcome immigrants. ED Jason Weeks explained in a previous email that public art projects in Cambridge have long processes. The Commission agreed that this discussion would be best suited for the fall.

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

Next commission meeting will be on Thursday, June 28, 2018, in the Large Conference Rm on the 2nd Flr at 6 pm.