

## Minutes for IAC Meeting of Oct. 10, 2023

Present: Roberta, Tina, Jessica, Joan, Bishnu, Carlos, Shubha, Eric, Caitlin

**Voting for minutes:** Approved

Jessica moves to approve minutes. Roberta seconds.

Tina: Yes. Roberta: Yes. Jessica: Yes. Joan: Yes.

Carlos: Abstain. Bishnu: Abstain. Shubha: Abstain.

### Updates:

#### 1. Helping New Arrivals in Brookline

Caitlin shares that she will start sitting on these meetings. In the last commission meeting, they discussed how Brookline can support immigrants and refugees, including food, shelter, and more. We are unsure the date or number of immigrants Brookline will receive, but the commission promises to assist with these arrivals if the state agrees to send them to Brookline. The committee discusses the possible places as emergency shelters, including empty dorms, but it is unlikely that the town will get a shelter anytime soon.

There isn't a clear role assigned to this committee right now. So the committee wants to be kept in the loop and take an initiative right now to help.

Jessica created a one-pager of how MA residents can help with immigrants:

[https://docs.google.com/presentation/d/10bz3ds4mxpYEja82bXPMSDNX8k34OqgNYBoHjfQ3xi0/edit#slide=id.g281c90476a1\\_0\\_2](https://docs.google.com/presentation/d/10bz3ds4mxpYEja82bXPMSDNX8k34OqgNYBoHjfQ3xi0/edit#slide=id.g281c90476a1_0_2). The committee hopes to make it more Brookline specific and make plans to distribute it. Carlos suggests that the library could help with printing the flyers.

#### 2. Update on language access

The final Language Access Needs Assessment done by the consultants is available:

<https://www.brooklinema.gov/DocumentCenter/View/45374/Final-Language-Access-and-Effective-Communication-Needs-Assessment-Report?bidId=>.

In the original plan, the consultant suggests that each department would hire a language access coordinator. More realistically, the town will hire one language access coordinator, and each department will appoint a language access liaison.

### Welcome booklet

Current draft:

[https://docs.google.com/document/d/1IFWOx5i\\_iXTYv5UL0rX9GBvPnv08nvwRtIJyvAx-SK0/edit](https://docs.google.com/document/d/1IFWOx5i_iXTYv5UL0rX9GBvPnv08nvwRtIJyvAx-SK0/edit).

The goal is to finish the first draft of the booklet and share it at the roundtable and focus groups for feedback. Committee members have been trying to make edits and clean up the documents.

### Roundtable

The list of roundtable participants from last year: [https://docs.google.com/spreadsheets/d/1-djC5\\_RvSQN5JYJia62hOZ\\_LWWnN2EW5eAsoluB9vjQ/edit#gid=0](https://docs.google.com/spreadsheets/d/1-djC5_RvSQN5JYJia62hOZ_LWWnN2EW5eAsoluB9vjQ/edit#gid=0).

The original goal was to have the roundtable at the end of October with Brookline service providers. However, due to the limited number of sign-ups, it is unlikely that this roundtable could happen. The only person that got back was from Brookline housing. They said they couldn't make it, but gave some feedback for the booklet.

Committee agrees to cancel the roundtable. Jessica suggests creating a Google form for feedback and sending it to all Brookline community organizations. Committee agrees.

Committee also will also divide up the organizations and reach out to individual organizations for virtual or individual feedback. Jessica will create assignments based on the list from last year.

### **Focus group**

Jessica and Tina created an invite for a focus group with BAAFN for AAPI immigrants and residents in Brookline. The focus group is set on Nov 5th. Tina sent it on the listserv and received at least 6 sign-ups already. Jessica and Tina will work together to create discussion questions.

There is no update on the focus group for BHA. Carlos and Bishnu will need to find when and where this focus group takes place and create an invite to be distributed.

Eric has reached out to Michael Allen about a possible focus group at the senior center.

The goal is to have the three focus groups in November and before Thanksgiving.

Interpretation/translation services will be open for all participants who need it. We have the fund from ARPA funds. Committee agrees that the goal of the focus group is to get feedback on specific, targeted sections.

### **Action items:**

Jessica:

- make edits to the welcome booklet
- make assignments of roundtable organizations for outreach

Carlos & Bishnu:

- decide on a time for BHA focus group and create an invite

Eric:

- follow up with Michael about the senior center focus group

Tina & Jessica:

- create discussion questions and host the BAAFN focus group

**Next meeting: Mon. November 6th, 7:30 pm**