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7/10/19 Civic Engagement

SARAH SAYEED: Welcome, back everyone to this third meeting of  
the civic engagement commission and I hope everyone made it today  
despite too much difficulty, there is a parade outside. I don't know  
if someone attended it, at least 1 person texted me that she was  
joining the parade and would be here later. If you haven't already  
signed in, sign the form and please pass it around, it is an attendance  
sheet. Also, want to welcome some of my colleagues from the  
administration, some of the partners that are here and it's also  
exciting, today is the first meeting that we are live streaming, so  
whoever is watching, thank you for being online and taking interest  
in this topic, really glad to have you with us and since this meeting

is not a hearing, members of the public are going to be able to observe but will not be able to offer testimony today, we're hoping --

MELISSA APPLETON: Sorry, the microphones are not working.

SARAH SAYEED: Okay, the micro phones are not working, hopefully the person that can help us will be back momentarily. So there is also a sign in sheet towards the back of the room for people in the audience, if you could just sign, we would love to add you to our mailing list and I am curious if there is a member of the press here in attendance today? All right.

I also want to thank landmark's preservation for using their space and we're being live stream and in is part of the open meeting guidelines that are we are to hold public meetings, live stream or videotape the meetings, making them available to the public and also we have live captioning and there are Spanish interpreters so if anyone in the audience that didn't previously request the interpretation needs it, please let us know and speak to the interpreter in the back, they can give you the audio devices.

We are -- I have a little glitch and we are looking to get a copy of the minutes for our approval. So we will defer that item later in the meeting and we have a lot to cover today and the first thing on the agenda after the minutes are the presentations so we will go right into those.

The purposes of the presentations is to give you all commissioners to give more content on participatory budgets and election and how the context of how we do our work.

So I want to start by asking Melissa Appleton that has been a key partner to the city since the counsel began in 2011, Melissa will talk about the overview of the PB and have a chance to ask her questions before we move onto the next presentation, Melissa, the floor is yours. Thank you so much.

MELISSA APPLETON: You all can hear me okay? No? Should I continue?

Speaker: Do you want to use this mic?

MELISSA APPLETON: It's working.

SARAH SAYEED: Is it working now? Okay. Maybe that the issue was that I hadn't turned it on. There we go. I hadn't turned it on. I apologize for that.

MELISSA APPLETON: Does it work if I talk from here? Is there a way to put the mic here?

ANASTASIA SOMAZ: Take the mic closer to you.

SARAH SAYEED: The issue is that the interpreter isn't able to hear, is that the problem?

Speaker: Can't hear from the back of the room. No.

MELISSA APPLETON: Is someone able to click for me and I'll just...

SARAH SAYEED: Sure, I'll do it.

MELISSA APPLETON: Great, thank you. I got all my notes. Okay. Can you all hear me okay, now?

Speaker: Closer.

MELISSA APPLETON: Closer, what about now? Okay. Just gonna

move this up here, thank you so much for having me, I am thrilled to be here, I am the programmer at the participatory budget. A lot of the folks in this room, including a lot of you all have experienced PD and I want to recognize that and ask if you know that your city council district does PB or not, could you put your hand up so I get a sense? Okay. And if you have ever participated in the PB process in the city, could you put your hand up? Okay.

And if you ever were involved with the city-wide leadership on the steering committee or stirring the process in the going, could you raise your hand? Okay, that is super helpful.

You can switch to the next one. As Sarah said, participatory budget project is a nonprofit organization, we help empower communities to decide to spend public funds, we have done this in US and Canada and involved in the PB inception.

So, I have 10 minutes to cover a ton of information, so hopefully this is just the start of the conversation and we're happy to be a resource as many of the folks who raised their hand. So we will cover this in 10 minutes. What is PB, what happened in New York City up to this point. The successes and impacts and how you consider expanding the process city-wide so we can replicate those successes and avoid any challenges or obstacles.

So. Just to set the stage, we know that we are here having this conversation because participation historically has not work for communities, it has been painful, unequal, and often leads to increased delusionment and a sense of loss of empowerment, so PB we

belief, we redesign democracy, it's based on the people living in the community who it is intended to served. It's democracy centered participants. Professor most of you have a handout with the same graphic, the process is reciprocal, we're experimenting with democracy and trying to make it better, it starts with the community members, starting the process, how it works, trying to connect with, having the entire community brainstorm ideas, volunteers hear it and the budget delegates. Work in collaboration for ballet that go up to the community for a vote and the community decides what actually gets funded, the projects with the most votes win and it starts again. I wanted to -- good morning -- I wanted to share that PB is happening all over the world, we're part of a broader movement for this democracy, it has happened at every level of government that you can think of, it has happened in the global North and South, it does not come from North America, it comes from Brazil.

So in North America, our organization helped bring participatory budgeting to Chicago, after Toronto. It came to Chicago and helped partners like community voices heard for counsel members here in New York City and we are entering the ninth cycle of the city process that some of you work directly and it started with 4 districts, it expanded. PB is expanding all across North America, so it spread rapidly, we have this map on our website that is [participatorybudget.org](http://participatorybudget.org), there is so much happening.

So in New York City, this is the largest process in North America to date, it is in half of city counsel, where counsel members

voluntarily often give control a portion of their capital funds to their local community, it is supported centrally by the speaker office and it has been primarily capital, however, PB is not restricted to capital, it is important to think about, it has been expanded to a few districts and placed outside of New York, it happens with all automatic budgets, there are different ways to meet the needs of the community.

One of the things I will talk about is how this process can collaborate with city counsel and have a multi level in the city and it's easy for residents to participate.

At the same time, I do want to flag that in New York, PB is expanding in schools, so the mayor announced a new initiative, civics for all, that brings PB to every public high school in New York City, they started this past year with 48 high schools, this was from one of them, the picture on the right, the Manhattan high school, the picture on the left is from an elementary school and some CUNY colleges are doing PB and there is a group of students and faculty that are advocating a process across the entire CUNY university.

So here's what we have seen. This is based on research over many years. PB brought in political participation and we know this for simple reasons like the fact that you don't need to be a citizen to vote, you can be a young person, you don't have to be of voting age to vote. You can be previously involved or currently involved in the justice system and vote and it broadens participation in that way and research shows it engages more low-income people and people of color than

traditional elections.

Just a few more statistics from 2015 research and evaluation is something to consider how you assess the impacts of the process and we hopeful there will be more data as this expands.

PB also develops new community leaders, we see it as the community leadership pipeline, community will be engaging with community boards, this will be a lot of ways that this can be mutually supporting and we have had participants report that they increased their sense of confidence and public speaking skills and had learn how the government works and advocate successfully for funding beyond the PB pot that they originally worked with.

We also have participants report higher trusting government, when the government asks them what they want and they get to see that their decision is what happens. It makes a difference, it's different than a typical input process or a typical feedback process. And the other thing we like to see in PB is that it strengthens relationships by of neighbors and community members, I participated in my own community process district and I met people I never met in my community that I am still in touch with.

Lastly, we see that there is more he can equatable spending, two things I will flag is that this is a process that has and can have explicit equity, we can frame in advance what is eligible to be funding based on the needs of the community are.

And the other thing we have seen is that through participatory budgeting, often community needs are raised that the government would

not have known about and we have seen this at all levels at like schools that the school district never knew was an issue.

So how do you do this? Right? Because it's not just saying it that will make it happen, it's how you set it up, these are the things in our organization, participatory budget has identified in that is critical for setting up the budget for success and the impacts we want to build upon.

So money that matters, we're talking about money that feels significant to communities and money that will impact the community needs of the community that we want to reach. So if you're looking to engage with an under reped marginalized community, work with a budget that will be meaningful to their lives.

Secondly, leadership of grass roots, it has to practice of the wisdom of the community it's trying to serve, and as I mentioned in the room, there are a ton of experience here and we want to continue to support that with continued grass roots leadership and having the community design the process, saying this is how you reach the community and what will and will not work.

Bringing the design, not focusing the community to come up to us, but by going to schools and streets, houses of worship, supermarkets and laundry mats, making it accessible to all languages. Inclusive design.

Focus outreach, despite all our efforts, we know we will have to make a special effort to reach all communities, you all know that, it is an investment that is worthwhile to do funding to their communities.



And the last one is the equity criteria, having you all shape shape in advance who are you trying to reach and what can be funded so the projects effect the folks who most need the funds.

So you all with me? It's a lot of information. So for all of you in the commission, we have been thinking a lot of the partner organizations, for many years about how you expand this successfully in the city and these are some of the core questions that you will need to have answer for. We will be discussing this. Key one, what funding will be allocated? How will we support the process on the back end and what kind of infrastructure and systems that are necessary. Given that there are already PB in the New York City, how does this interact with the existing process, both the counsel and POD levels (phonetic)

And lastly, how we ensure the best practices and from around the world and meeting the needs of city residents, so those are the 4 key questions that I think you will be discussing. And we do have some recommendations.

So I believe you already received, folks on the commission, there are a proposal for city-wide participatory budget, that is part of a package that came from a group of stake holders working on different topics for this work of civic engagement, so within that, these are the things that we think are the top priorities to set up city-wide participatory budget for success. Meaningful PB funding. Our recommendation is at least \$500 million. A process needs to be meaningful for it to be significant, for it to matter to people and

have impacts we want to see. There are a lot of different types of budgets that can be used, we want to move away from just capital. Two, it needs an investment in staff and working with the nonprofit partners on the ground and it also needs a way to make it easy for folks to participate like through some form of digital platform to add-on the personal engagement that is fundamental to the process. We think will be a way to consolidate the engagement across the city, so nothing is a competition so that it is easy for a resident to share the idea and to go places and know how to participate, we want to make it easy. And the last piece and again, supporting the empowered PB advisory committee, there are models of this around the world that we can build on but it's fundamental for public perception of the process to be community leads and to be sure that are set up to the knowledge of the community and its success. So I will stop there and maybe we have a couple minutes for questions?

SARAH SAYEED: Yeah, we can take a couple of questions.

Speaker: As of the countries, for participation, you use any type of (inaudible).

MELISSA APPLETON: So here in New York City, there is a way to submit an idea for city counsel, they are not integrated and we are looking at other cities that have more integrated plat forms to do all of this in one place. And on the back end, there is a lot of details on the implementation side of collecting the data, that would be helpful to that and there are models around the world to consider.

MURAD AWAWDEH: Your first question on allocating PB funding,

are you referring to the administration side to allocate or on the flip side what that would look like for actual PB infrastructure support?

MELISSA APPLETON: The first part will be identified by the administration for the allocation for the community. Yeah, so other leading processes as in Paris, you can vote as a resident, on school projects, on local neighborhood projects and city-wide projects all in one place, they have an online platform to do that and I brought a couple of copies, this is now old and outdated but an example of their ballet. And if I look at the front page, one of the projects cost 8.3 million euros, to give you a scale. I'll pass this around.

ANNETTA SEECHARRAN: I appreciate all of it. Especially .3. Has anybody done an inventory on it? What has been done in that area?

MELISSA APPLETON: Do you want to speak to that?

SARAH SAYEED: You're welcomed to answer, yeah.

MELISSA APPLETON: I had a meeting with the department of health folks, they wished there was a resource that showed all the different forms of civic engagement and identified the best practices, for this, we are talking about city-wide PB, that is my area of expertise, so looking at city-wide PB can partner with and be parallel to the experting PB process, so it will be continuing at the city-counsel district level, not doing a process that would make it harder for people to participate in both.

SARAH SAYEED: So, I think we had talked to jump in very quickly, we talk a little bit about mapping out what is going on. Because it's clearly a need, we don't want to duplicate whatever people are already

doing stuff.

EVE BARON: So do you have any thoughts about how to balance or reconcile the need to keep it community led, I think that is strongly pointed as an emphasis in the presentation and also essentialize and consolidate the support?

MELISSA APPLETON: Yeah, I have a lot about that. Partly, it goes to ensuring that there is an in-person component to this process and that in-person component has staffing and with promotion and communications and designers and social media and local non-profits that work with the communities that we are trying to reach. That work needs to be funded. We can't ask the people to volunteer their time because because we think it is an important cause. That is one way to do it and a lot of the back end support is designed ideally to streamline that to collect large amounts of data in person and have it centralized and maintain online. That is an example.

SARAH SAYEED: Any other questions? Okay, this is just the beginning of the PB journey.

MELISSA APPLETON: Thank you so much, I really appreciate being here and for your time.

[ Applause ]

SARAH SAYEED: Okay. We now have two other presentations, so we're going to first invite Nisha Agarwal, a senior advisor in democracy with CEC -- and after that, we will have Anne.

NISHA AGARWAL: So, hi, everyone. There has been a soccer activities going on there. That was very exciting, it's still going

on, but here we're talking about something else that is also very exciting that is democracy. First of all, thank you to Sarah Sayeed for being here and to all of the commissioners for joining, this is very exciting to watch the CEC (phonetic) becoming a thing, that is great. So I'm the senior advisor at city hall with a focus in democracy. What does that mean? It means voting and a bunch of other things, community boards, budgeting, running for office, we want to help people to get voting and lots of other things on that.

Why does it matter? So, I will give you some data for people with disabilities, half of them don't vote. They don't register, half of the people that are there. That is significantly lower than the average. Immigrant groups, you look at Asians for example, only 40 percent are registered, 60 percent are not registered. So all of that information, many of you in this kind of work and are impacted by voting. So that is the stats. Personally, for me, I cared two years ago, I cared a lot about my health care, I cared about my taxes, sadly, we lost but all of these decisions are by the president, by the mayor. By the govern, we need to know all of that information is very important to what is happening by voting with civic engagement.

So I want to give you an example of some of the stuff we have done in city hall in the city. One is early voting, many of you must know that now for the elections, general elections, we are now going to be having 10 days to vote, not just 1. So if you have a child that is sick on that day, you have to work 2 days that day, you can come by and go in a different day. However, so this is very great for lots

of people in the city. But, there are challenges. So they have -- we have been closely working with the board of elections, and initially, they had only 46 sites, 36 out of more than 5 million registered New Yorkers, it did not impact in key areas like Harlem, they didn't have those kinds of areas. So we have been working with advocates on this. We've been writing letters, we have been going to the BOU regularly, the mayor announced at hundred sites at least and promised to give \$73 million to do this. So what did they respond? Positively, they increased by over 50, still not close to 100 but we're working hard and working with advocacy groups and others and that is an example of the kind of work we have been doing on voting and civic engagement and you guys, the civic engagement commission is like that, too, and we are excited to work with you and to find out what you might do in the future.

We have 15 commissioners all of you, we are so happy to see that people with disabilities, people with immigrant back grounds, all over the -- it's like a micro cosmo of the city and I am happy to work with you and work with voting and civic engagement in general. And one of the issues that we care about a lot and you will hear more about this is interpretation and how we make that even better. So that is just a snapshot of what we will work on and we are looking forward to it. Thank you.

[ Applause ]

SARAH SAYEED: Does anyone have questions for Nisha?

JOSE HERNANDEZ: Did they have new sites for the voting?

NISHA AGARWAL: They do, 57 sites, there is not a public announcement, we are trying to add more, because 57 is still not enough.

LINDA LEE: Our nonprofit is one of them.

NISHA AGARWAL: Oh, yeah, if anyone of you have that kind of space, Harlem is very important. So.

SARAH SAYEED: Any other questions? Okay, thank you. Next, we have Anne Montesano, language access for the mayor's office of integrated affairs. She has been pioneering methodology for interpretation and will tell us about what has been happening and the civic engagement will get more involved in this process, as you know, we need to put forward a methodology for public review that is due in January, and it has to be online for the public comment and then advise it and in the meantime, we will work with Moia and operations to take over the whole site interpretation program and we will get involved for this coming general election as well, so again, we give you more content about what has been going on and what we will be building off of for the civic engagement committee.

ANNE MONETSANO: Good morning, everyone, I just want to make this a full screen.

SARAH SAYEED: It's full on there.

ANNE MONETSANO: Oh, great. Okay, good morning, everyone, my name is Anne Monte sano and I am the director of the engagement initiatives at the mayor's affairs for interpretation. One of the projects I have worked closely on in these past few years is the onsite

interpretation project, and we, Moia, organization of international affairs, and it has been an extension of both language access work to help limited English proficient voters to vote, and especially the engagement work that Moia has been involved with and we have worked closely with the democracy and the mayor's operations and it's exciting that this work is being institutionalized with the civic engagement, we have lined a lot of ground work and I will work you through some of that ground work and what we have done in the last new elections and we started in 2017 and this is a pilot project and we looked at census data to determine what languages the limited English proficient voters spoke the highest concentration of those languages. So our goal was to provide supplemental interpretation services to the voters and looking at the census data, we saw that Russian and creole speakers have the highest potential data users and there were two community -- so we selected pulse sites and provided Russian or Haitian or creole interpretations and they were stationed across 20 sites across Brooklyn, we were stationed 150 feet outside and that changed in other subsequent elections and it was the first pilot and served a number of voters and for the voter 2018 general elections, we scaled and tumbled the number of sites we were at to 101 and expanded the number of languages that we provided interpretation in and the top 6 languages with the highest number of potentially LAP voters for pulse site were these 6 languages. Primarily again, in Brooklyn that is where the data indicates and we have had sites in queens and in Staten Island, and we were also



outside, interpreters had, you know, pins, table clothes that said interpretation available, signage. And then the we had a number of special elections this year that we provided interpreters in, we provided interpretation at 48 sites in those languages in Brooklyn and queens and the May special was a little different, it was counsel, 45 at the old district and there were 3 sites there with large concentrations of Haitian creole voters and provided that at 3 sites. These special elections in 2019, we were able to be stationed inside outside of the polling room but inside of the facility, which was great.

So, a bit about our interpreters, so, like I said before, we contracted with a vendor to higher interpreters, so they did the recruitment, the screening and the hiring and their roll was to provide interpretation between the poll worker and the voter to be stationed at their table and to answer questions that voters had about the voting process to accompany voters LAP voters inside, when requested to orally translate the ballot and materials. And interpreters were trained, so we in partnership with the mayor's operations to train these interpreters to be clear on their role, this training was based off the manual of the EVO (phonetic) prohibition of the pioneering, it focused on the voting process so that they co-be familiar with the stages and steps that voters need to take in order to vote. As well as election day operations, there is a lot of logistics involved and telling them what time to arrive and who their supervisors would be and to contact their supervisors

in case of any issues.

So what some of the accomplishments of the last few years of doing these elections, we have left quite a good infracture and a lot of good ground work, we are excited that the CEC will be eventually taking over this work, what we have done is served over 2800 limited English proficient voters in the elections of the interpretations, that doesn't include the June numbers yet and we have a pool of interpreters, and interpreters that have served in multiple elections, they know the drill and understand the project and we have laid this infracture and we have developed training and protocol documents, we have really refined the election day operations so that it's smooth and the staffing structure that are needed to facilitate a smooth operation for the ground operations on election day. And in closing, we have done a lot of work these past few years, we are excited that this work will become institutionalized in the city and look forward working with the CEC to continue it.

DONNA GILL: My question is how did you find the sinjery for this and how was that synced?

ANNE MONETSANO: Our operations was separate from the board of elections and that was required to provide interpreters and particular languages for the voters act, the languages we provided interpretation for was supplemental for that and we excluded the languages that were not use and because our operation was separate, we were not part of theirs and we are outside of the polling room, the first couple of elections, we had to be outside, 101 feet away,

there is litigation ongoing but we were permitted inside of the last few elections.

DONNA GILL: The reason I am asking is because the part in which the interpreter can go in, because that becomes a bone potential with the board of elections.

ANNE MONETSANO: The interpreters are allowed to go inside of the voting booth, ours were allowed, they were stationed outside of the poll booth, but the voter wanted them inside, they were allowed inside.

SARAH SAYEED: They were asking a question about someone that works at the poll.

DONNA GILL: Yes, someone that works at the poll every election.

MURAD AWAWDEH: What was the parameters selected to provide translation services in addition to whatever the BOE was providing?

ANNE MONETSANO: We were going to the poll sites with the highest needs in those languages.

MURAD AWAWDEH: Was it layered with ACS data? Because I'm confused about how there was only one Arabic site in Brooklyn that was in opposed to Bay Ridge with the largest population, as well as Astoria and a couple other parts of the city.

ANNE MONETSANO: Sam, who works in the mayor's office, works closely with the methodology.

SAMUEL SOLOMON: Thank for the question, the process that we use to deploy the interpreters was based on the community census data, and I am happy to describe it to you all to focus that data at the

local level of the poll site that we work on, the 101 sites that we worked at at the largest iteration of this project as Anne described included 6 different languages and as you said, Murad, it included Arabic in Brooklyn as well as a number of other sites in the five other languages as well. What we have done in order to come to that conclusion of the 101 sites and the languages that encompasses and we included every poll in the site, including all of the different languages that we based on the census data that is based on the eligible voters that live in those poll sites, what we have discovered in that process and I will emphasize that this was a fully data driven process and fully transparent, we have described it in court documents as I mentioned further here. What we saw in that process, when you rank the poll sites, a number in the top 101, where there is a concentrate in poll sites, as you work down the list, are something you encountered, I think, Murad, where you see smaller concentrations within those individual poll sites, however, a significant concentration within a group of poll sites within a particular region, so if you look at Bay Ridge or Astoria as a whole, you will see Greek or Arabic speakers that live there, however, when you look at poll site by poll site, some of those do not have large concentrations of the 1015 sites that we did. I think that means is that as you go further down that list beyond the 101 sites, if this project were to be expanded by the civic engagement in the future, you will see additional languages popping up in places like that and other places where you see smaller concentrations in the individual

poll sites and the larger concentrations in the neighborhood.

MURAD AWAWDEH: So the metrics use the poll site not the ADs or EDs, is that correct?

SAMUEL SOLOMON: That's correct.

MURAD AWAWDEH: Would that be the more appropriate situation? Because poll sites sometimes have 10 different EDs that are connected to different assembly districts or different centurial (phonetic) district, I'm not saying this is what happened, it's a jerry (phonetic) metric project, if you have an encompass view of the it, it pushes aside the micro communities that make it whole because not all the ADs depending on where you go, for example, one site, tell communication high school, that school straddles two separate commissional and assembly districts and has I think one centurial district and one local and county seats that people can go vote for and it's spread out, and that spreads pretty big. The board of two communities that have a big significant Arabic population that would need Arabic languages, but when you encompass the whole poll site, it doesn't reflect that because of the numbers that don't look viable because the communities are all split up at that point, if you go to a more centralized school where there is a higher and I'm forgetting because I'm not attuned to elementary schools but there are in the neighborhood where 4 out of 5 voters are Arabic speakers and without a translator.

SAMUEL SOLOMON: There are, I think a range of different approaches that could be taken to doing this project, the methodology

that we have used for this project in the pilot phase of this has been based on the city board of elections process that is used, the civic engagement commissions mandate is to develop a methodology to be published in the beginning of 2020 which is a process that will be posted in the process for the new development. The process really has been based on a desire to serve as a broader population as possible and what you put your finger on is to trying to serve the largest population and trying to be tailored as possible to the local community needs which I think is absolutely the desire of all of us and for the commission to go forward so I think it is's a good topic for us to continue to discussing for the methodology, certainly. I think, just to reiterate also, as we talk about further expansions, I think some of the difficulties you have identified where you see a sort of cut off at a certain number of sites due to operational constraints in the pilot phase, as you go forward, you get to see more expansions of the projects and you will see more of the sites as you described will be covered more effectively, that are helpful comments.

MURAD AWAWDEH: Thank you.

AMY BREEDLOVE: Hi, I'm sorry I'm late because I was at the party. I'm a little interested in talking about immigrant populations and English as a second language speakers, we are now in a country where there is really war against these people, right? So, how is it going to work? I heard that you mentioned using census data, we're now going into a very, you know, a difficult place with the census

may occur and that is a deterrent for people to come forward. We also have countries where when people registered to vote or are party affiliated, that has worked against them with disruption in their government, that builds a fear to vote, so how will that be looked at and what can be done to get people to the polls and to register to vote?

SAMUEL SOLOMON: Unfortunately, our democracy NYC advisor left.

ANNE MONTESANO: I can speak a little to it. That's an important question, something we have thought about a great deal about. A couple of notes that we have thought about, one is that in the process that we do, in order, to identify the languages in the poll sites, we actually do make adjustments based on what we have understood from the natural literature on the other couch of noncitizens in the census data and there is a model that we use that makes adjustment based on undercounts based on historical data, we have been in touch with researchers across the country in the last few months and understand rather those models need to be updated based on the census and that is something we will be continuing to look at, rather the under count needs to be adjusted. The other thing that is important to mention, the data that we use to make these estimates is based on the annual census data called the American community survey, it asks the citizenship in contrast to the centennial survey. What we are using is sample data that includes questions about citizenship data, that is part of the undercount adjustment that there is an understanding

that people just do not respond. We have been clear that we will continue to support census reach efforts to make sure that people are aware of the census and that people will continue to respond and so I think what you're raising is an important consideration that there may be challenges to get accurate data in some sense. And addressing confidentiality issues and capturing an accurate picture as we can. And we are interested in hearing more about instances where we identify at the community level in particular neighborhoods.

SARAH SAYEED: Are there questions?

DONNA GILL: I have a question. My question is the process. How will be able to let the people know that this is available at the specific poll sites in their areas?

ANNE MONTESANO: Really good question. So our strategy varied across elections and you're right it is so targeted and we are doing a massive awareness campaign which is not necessarily the right approach, for the election in 2019, we did some community media ads and had flier that is we distributed to community based organizations, for the June election, we distributed fliers to community based organizations on the day of we had some outreach staff stationed 101 feet outside of the poll sites, distributing our flier. So there were various strategies that we used but I think that piece is a critical one in the subsequent elections.

SARAH SAYEED: I have a followup question which is that we know that, legally, people are allowed to take their own interpreters but that doesn't seem to be widely known that you can bring a family member



or a friend in with you that is not a formally trained interpreter, so is that something you in the past included in your public education efforts? That piece of information? Is that something we need to be thinking about doing, you know, as a civic engagement commission to let people know about their voter rights? You know, and that is one of their rights is that can you bring someone with you if you don't have a trained interpreter.

ANNE MONTESANO: That is a great question. So, there is know your rights info, the campaign finance board puts out that and we sort of compile that which includes that information and translated it into different languages but I think more can be done in raising awareness about that.

AMY BREEDLOVE: We have seen the board of elections not let family members go into help their family member in the process. So I do think educations definitely critical and there are times we had poll monitors that are ensuring in high immigrant communities that people get to go in and have their voice heard at the ballot box and their daughter or grand kid, they were prohibited from assisting that and had to go in their blankly, even if the poll monitor intervened, that they should be able to do this, it became a huge turnoff when you had to fight to allow someone to help you get to that point, which is why the city did launch the pilot program last year because if that were to happen, it removes the argument with the poll site at the person at the front desk and the poll site manager and then having to call the board of elections legal team to lay the law with their

folks and that doesn't always happen and I think having a backup plan for, you know, if you want to bring your own family member or to come and help you, can actually bring anyone with you, it doesn't necessarily have to be a family member and I think it's helpful if they are instructed in this regard to have the city alternative.

SARAH SAYEED: Okay, any other questions? Thoughts? Yeah? Please.

EVE BARON: Did you do any followup research to see if the participation of the those particular groups increased as a result?

SAMUEL SOLOMON: I can speak to that a little bit, we have done some analysis on turnout rates in these elections, I think it has felt to us a little bit premature to make a conclusion on it and acknowledging that we have done this in a fairly limited fashion and we are interested to continue to look at that question and one of the challenges, I am sure many of you are aware, the turnouts by election by election, especially when talking about some of these specials, it is a bit of a challenge without a baseline of participation without limiting proficient voters but we are open to talk more about those evaluations. And we have done some evaluations to get qualitative perspectives to help inform how we have launched a project and continued it.

SARAH SAYEED: One more.

LORI FIOROT: I think, coming from Staten Island, I think a major problem, there is the communication. For me, speaking to people about -- having the translator there, nobody knows about it, not to

be repetitive, to get the information out, rather it's handing out fliers for the local civics in each town or even in the schools where you have a lot of people with English as a second language, to see the flier come home and to see the child come know that it's safe to vote and so that they know it is safe to have a translator.

SAMUEL SOLOMON: And I think your point of leveraging schools, and other sites like senior centers and non-profits, they can be great channels to get the word out.

LORI FIOROT: And I think the day before, not the day of, the people there are preaching the choir.

SARAH SAYEED: Okay. Thank you so much.

[ Applause ]

Okay, for the next part, the rest of the meeting will be going over the commission business and I want to turn back to reviewing the minutes from the last meeting. So you should have gotten a copy of the minutes. So if you could just look it over, it's in large font, we have an accessible version online, a PDF version, if you could look it over and see if you have any additions or corrections to the minutes? It's very basic. We had a formal resolution to vote on. So motion to approve? That you will favor? Or?

ANNETTA SEECHARRAN: I do have a question, is there a reason we don't share more of the content of the meeting?

SARAH SAYEED: That's a good question, my understanding is that from a legal stand point, we are obligated to share where there is a vote on a resolution. So we are doing what is sort of required

legally.

ANNETTA SEECHARRAN: I just think that --

SARAH SAYEED: You're concerned about the substance.

AMY BREEDLOVE: Remember, we are being recorded and anybody can go back and see the entire meeting and I think the minutes, as I understand it, parliamentary in that you only record the votes in this manner for the minutes.

SARAH SAYEED: Yeah. It's just a followup.

ANNETTA SEECHARRAN: My question is beyond the parliamentary procedures, it seems, you know, folks can't make every meeting, I'm thinking for purely self perspective interest, how to get all of the -- I suppose one could have a conversation with you, but does anyone have a track without going to look for the reporting, liking the highlights of what was discussed?

SARAH SAYEED: There is a recording and live stream and a transcript and I encourage people to read that and I encourage people to stay in touch and also be in touch with me so that we can try to keep everyone on the same page. I think that the ability to watch the meeting online, if you can't make it or watch a video of it later, that's pretty amazing, you don't want to necessarily want to watch a 2-hour meeting, it won't be exciting but it's a way to keep up when necessary. It could be helpful.

Okay, if there are no changes, we motion the second and the minutes are approved.

MURAD AWADEH: I want to abstain.

SARAH SAYEED: Okay. I'll make sure to report that. Okay.

So I have a couple of updates for you. Before we get into a bit more of a conversation, one thing I wanted to check in is that everyone should have received an e-mail with their civic engagement e-mail address, I want to make sure that you got it and you are all into our e-mails because I want to start using the e-mails, so some people still aren't. Is that because of something we need to do to help you or is it something that you need to do?

MURAD AWADEH: Something I need to do because the password expired.

LINDA LEE: Mine also expired because of technical assistance. I have to get back to it.

JOSE HERNANDEZ: I need to get the password.

SARAH SAYEED: What you received was an e-mail with your e-mail address and login ID and a phone number to call for who was going to give you the password. You didn't get it? All right, let's talk after. But everyone else was able to get it? Okay. So I'll also confirm --

AMY BREEDLOVE: I'm not in.

SARAH SAYEED: Once I have insurance that everyone is on these e-mails I will start using them but until that time, I will continue to use your personal e-mails and as as you know, I text you as well because I am not sure how frequently to access these things and I hope you don't mind getting texts from me at different hours.

ANASTASIA SOMAZ: I want today confirm that I got the e-mail

but I will confirm with you at a later time, I didn't actually try to get it but I did get the e-mail that are you referring to and I will let you know if I have any issues and confirm when I actually try it which I should be able to do after this e-mail.

LORI FIORITO: They are very helpful when you call.

SARAH SAYEED: Yeah, if you have any issues, feel free to reach out when you are receiving what you are not getting.

Last time we talked about a standardized PowerPoint that people could use when they are out there making presentations and we did develop that and it is right now being approved internally. And we talked about bio laws for the commission and the law department that is been working on that and I will be organizing a call for the people that said they are willing to help, like the subgroup and we will do a call with the law department and bring it to the full meeting, once we sort of go over it separately beforehand.

Something we didn't talk about last time which I want today is the social media for the commission, right now the commission is not on Facebook or twitter or Instagram and I am assuming that we all want that to happen. What I do want to get your input on thoughts on is what kind of content do we want on that, so I wanted to get a few ideas here and you are welcomed to add more ideas as we go along. But what should we share on social medias and what I wanted to ask you today?

AMY BREEDLOVE: Hopefully, we will do something with that.

LORI FIORITO: Also, to start is to know our purposes if we

invite other people on that page.

SARAH SAYEED: Okay.

EVE BARON: We should definitely use it to advertise the listening sessions.

MURAD AWADEH: And the hearings.

ANNETTA SEECHARRAN: We want to be careful to have it curated because we wanted to use it thoughtfully for all the reasons just mentioned because we want it to be a trusted place.

MURAD AWADEH: And, of course, language accessibility.

SARAH SAYEED: What does that mean?

MURAD AWADEH: If there is a listening session, wherever it's located, it has the top languages in that area.

ANASTASIA SOMAZ: I think we can use it to remind the public as our meetings get closer that they are happening, so more of the public have the ability to attend the meetings, if they are able to and would like to so we can use it to notify the public of the things that are coming up, including the meetings themselves.

SARAH SAYEED: Yes.

LORI FIORITO: I also feel that the admin should look over the inappropriate comments and reed those individuals out. Again, if the public is going to have access to that because I have been on other Facebook pages and other sites where it's open to the public and you always get those negative comments or argumentive people and I think it should be a general place, like she said for people to feel safe and question what we are doing and our purposes.

SARAH SAYEED: So to monitor what we are doing on Facebook and twitter and keeping track of somebody who is out of line to consider blocking. Right.

AMY BREEDLOVE: I think it's important to have an outreach strategy, talking about getting two different community groups, I think it's important as part of the outreach strategy, to friend or follow mutually to push out message out.

LORI FIORITO: To expand it.

EVE BARON: Is there any assistance available to us from the city to more of a general social media and marketing and communication plan?

SARAH SAYEED: Well, the civic engagement commission will have a person that will be coordinating other with other efforts around the city and also what the mayor's office and other initiatives, so yeah. Other thoughts?

DONNA GILL: I think all of those are excellent choices but I think we need to put some of the information about the work that we are doing like the participatory budget started, so we need to inform the public about that process and what is going on and because if people look on the page, they need to know that things are happening and we are just not stagnant and being social. NOEN

SARAH SAYEED: It's amplifying the work that we are doing. Okay, other thoughts?  
So, again, this is a topic of ongoing conversation and I mean, something that I like to share sometimes on my own social media is



stuff that motivates people to get civically engaged, like a great article or someone has a great story, one thing that I would love to do at some point is to make a video of each of you, talking about what animates you about city engagement, doesn't have to be an hour but a snippet and we could feature that and engage New Yorkers and show people, the diversity of commissioner and the kinds of work you do and other people on that kind of format as well.

So you have in your folder, a sheet of paper that says -- you have it. Listening sessions proposal? We talked a little bit about the goals last time, we talked about the educate New Yorkers about CEC, collect ideas of what we would like to see from the public, engage the public in civic participation, motivate people, inspire people to become more civic engaged. The rest of this document, I tried to put together some thoughts on possible time line, possible structure. Some questions. I thought this could be an opportunity for people to submit short testimonies, 2 to 3 minutes, answering one of the questions I put here and they are different kinds of questions, one type of question is specifically asking their input on participatory budgeting, language access, community boards, their experiences. What would they do? Ideas for what they have done to strengthen those areas. The other type of question is what motivates them, gets them excited to get involved, so there are questions, like, you know, what issues of civic engagement should the CEC prioritize -- so just trying to get more vision and if you had any moment for civic engagement, what did it feel? And people that share their stories and those are

the kinds of thoughts we could ask and also part of this is to develop as we have been talking about, a good outreach plan to try to get to different communities and we should read a longer time of outreach, not a listening session and then try to advertise it a week before, we should have a couple of weeks of outreach. And also thought it would be good to have a type of survey and avid listening session. And what I want today get your thoughts on this today is the time line.

I was put down, again, this is a draft, open to input, in the fall, we did listen, and this could be in a shorter time span like from September to November, across five boroughs, this is sort of just jumping right in and giving people across the city an enter into the commission. There are trade off in trying to condense everything into a short time. So is that a good way to go or do we want to try to do one every month, take a little longer from September to January. I want to know your thoughts on that and we also talked before about if we did want one in each borough, it would be tough to reach people across the borough, it's hard to find a central location across the borough. So do we need to do more than five? So I would love to have your thoughts on how we move forward and one thing I would like to do before we leave here is to have a date for the first one, even if we have not decided for the other ones, I would like a date for the first. So thoughts on the time frame, how we do this?

AMY BREEDLOVE: I like the September to November, a lot of holidays fall a little later this year, so you have availability in

September which we don't often have, not so much in October this year, so just to take that into consideration, I think it's a good way to go in September through November.

ANNETTA SEECHARRAN: I have a few thoughts that might help us to form the discussion around the time line. You know, as I sort of -- with the questions and with what we want to achieve from these listening sessions. I just think about how we do this and what would pull these good ideas out of people. I really would encourage us to be really creative and thoughtful so it's not like this boring panel of people sitting down, listening to and putting people, community members who are not used to speaking if we wanted to truly hear from the folks that are invisible, unheard. I think we need to think about different formats that are inclusive. Culturally inclusive that is creative, may involve art, interaction, sort of more dynamic experiences that then would sort of spread like wildfire across city where people anticipate and look forward to it.

SARAH SAYEED: You have me sold.

ANNETTA SEECHARRAN: Where you hear really the people from the least you hear from.

LORI FIORITO: Preaching to the choir.

ANNETTA SEECHARRAN: Who have all the resources. I think before we start thinking about the time line, we need to invest some energy in thinking about the experience we want for people. And I think it will take some resources. I would love to quit my job and do a creative art project with the community, it's not possible, so I don't think

it's possible for anybody else here. So I would love to consider to hire people that do this. Because we talk about community envision sessions and I'm sure we all know folks that could throw ideas into a hat about who could do this. And to do something like that, it takes some planning, it takes planing in terms of identifying where, location that is accessible.

I think we will need to do some deep ground work, where we can each play a role to identify people that can be champions to gets the stuff going and spread the word. It will take some, I think, funding for materials, for space. It's staff. These events are most successful when there's food.

LORI FIORITO: It's so true.

ANNETTA SEECHARRAN: I think it's about how we open people's minds and get them to feel connected. Those are some general thoughts.

SARAH SAYEED: My question about that, I love that, I love art and it would be great to include that, I'm wondering if you are saying we should stay away from the testimony format or are you saying include that, too, or both?

ANNETTA SEECHARRAN: I think that we should stay away from -- if I had to choose, stay away from the testimony format.

LORI FIORITO: Do you think that would have a more combined...?

ANNETTA SEECHARRAN: I think giving the comfort to express ideas, if we are truly about including everyone and hearing from the folks that we never hear from.

LORI FIORITO: How do we get them there, I think that is just

historical on you. I keep saying "preaching to the choir" because I have been involved in the PTA or local civic situation, being the vice president there, it was the same handful of people coming, we did door to door fliers, Staten Island is their own little animal, we are extremely diversified and as the days go by, we are more diversified, which is great but getting the outreach and getting people to see what we are doing and how passionate we are and getting them to be civic minded, I think that is the problem and I agree, nobody wants to come and sit in rows of chairs to listen to us to speak and to get the Staten Islanders to come to the city for the meetings or coming to Brooklyn or Queens is extremely difficult.

SARAH SAYEED: We're doing one in Staten Island.

ANNETTA SEECHARRAN: We're doing multiple. It should be neighborhood focused.

LORI FIORITO: Our borough is much smaller than Manhattan and Brooklyn and it's its own animal. It's completely different.

AMY BREEDLOVE: First thing we do is what we are set out to do and we have to be very clear about that and I think to use a word, we have to be a little "sexy" rather than being very stoic that we have 3 mandates and X, Y, and Z, and people are like I'm already asleep and how you will do that.

ANNETTA SEECHARRAN: Civic engagement is boring.

AMY BREEDLOVE: So I would like a rebranding of listening tours, it sounds like people come, we listen and then move on, which, I think we need to really put out there that it is a much more active engaged

process. Where they come, they speak, we listen, we do something with that, we turn it around, this is going to be a very robust system by which you take in and put back out, take in, again, and put back out. So I think the staff and some resources, how we are going to do that.

SARAH SAYEED: You framed it as community vision. Which to me is different than listening session, right? So --

MURAD AWADEH: I think I agree with Anneta Seecharran recommendation, I don't see that has being something that would be of interest and would be hard to do outreach for, so I agree that we should have a different model than a normal hearing setup, with the community setup, we can still get the testimony that we need, we are not negating that, either, it will help us focus in areas sooner than rather than later which I assume is why we want to do these conversations and secondly, it should not just be the civic engagement commission, there are organizations in communities that have been doing this work and have been talking to themselves for the most part, right? And they have been organizing and bringing people to do this work with them and I think we definitely need a partnership model for this and if there is no money, we have to figure out how we can share the burden of the conversation, meeting whatever it is we're calling it. So that we can actually have the most impactful and have the people who Lori Fioroto is mentioning that don't show up, show up. I think in South Brooklyn, there should be one if it is not listed already and I think the two biggest immigrant

populations who are impacted are in South/South West Brooklyn. And we should definitely be looking in that region for something where it could potentially be in, it's a huge Latino, Arabic, Chinese community, it's a very diverse area of the borough, and I think that I -- if we had to do one, I wouldn't recommend that but if we did, we'd have to have a pretty big space with language access and translation services and showing that we are being culturally open and be open to the community and have a more targeted approach of the outreach that we are doing, like one for Spanish, Arabic and Chinese speaking folks.

ANASTASIA SOMAZ: To add-on to what Murad is saying is is that one of the ways we could do that is to collaborate, I agree with the point that I want to piggy back on or add to is what he was saying about collaborating with community-based organizations and one of the specific ways we could maybe think about doing that is by identifying events that are happening in a particular area of the borough and community that we could maybe tact onto that event and become part of that event to inform, instead of doing always something separate, like getting a sample of it, like this. Even though it's past our community, for being one of the biggest nonprofit organization called the -- doll (phonetic) institute, a summer part challenge where they bring thousands of people from our community where people come to central park, there is entertainment, a bunch of booths and an upcoming event, it will be too soon to do this but the disability pride parade is this weekend. Another example of an

event that happens in the spring for the Irish community and the LGBTQ community is the saint patrick parade inclusive before the LGBTQ could march down the avenue, so maybe we could collaborate with the saint Pat's parade, because young people come to that, you are reaching a lot of people, they already have a truck, loud speakers, you know, so maybe identifying events like that that we could become apart of that are already existing to reach people.

SARAH SAYEED: Sounds great.

ANNETTA SEECHARRAN: And I have an opportunity this weekend, Saturday -- in Jackson heights, 10 thousand people show up to it. You are welcomed to have a booth.

SARAH SAYEED: That is the case, we need to work with events that are already happening, definitely, maybe we could start a calendar of those kinds of opportunities that you know about and we could compile that together. I mean, what --

LORI FIORITO: Social media would be great, we could all go and see what is going on.

SARAH SAYEED: So what I am hearing now is that -- does anybody want a traditional hearing model? For the listening sessions? It sounds to me that you want to go down a different path which is absolutely fine -- yeah, go ahead.

LINDA LEE: At the same time, the practical side of me is saying that we need to make it interesting for the people that show up and how to get thoughtful feedback but when I think about the steps before that, how to get the people there, I think the issues in our community



is why they should even care about being civically engaged and I think for me that is the biggest challenge. This is a small, somewhat related analogy comparison, our organization, we have a lot of first generation Koreans that are staff, and we went through this process of strategic plan, are our services still relevant and the community still being targeted. And they are thinking about doing the work and why talk about it, just do it. And for me to change their mindset about why this is important and to make sure that north star guiding line is the direction we need to go to, it took more than 2 years to convince my staff. And I think folks know that it's important to vote but to get them a step further to register them and to get feedback on how to get them to that place to engage more. Sorry, I'm thinking outloud, I think there is a challenge in terms on how to even do the initial ground work about why it's important to be civically engaged and when I think about those folks that try to get to events, it could be that if it's more creative, they will have more turnout, but then, I'm just trying to think of also the work that needs to happen before that, where we need to and maybe it can happen simultaneously before that and the communication before that to have it clear and why we almost drill it into their minds before somebody is listening and that happens, so time line wise, I don't know how that would work. But just to throw it out there.

ANNETTA SEECHARRAN: I appreciate that. I want to go back to this point that folks raised about partnering about local groups and not just non-profits but also religious institutions because that

is where the people are. But I think, perhaps, this addresses your concern, Linda, but I think, you know, really doing some advance planning and engaging work with those local institutions, I think if we have their buying, their support, their kind of championing of this idea, I think that that -- I think a lot of the disconnected communities really look to the green light, to get the green light from their religious institutions and from the CEOs that they may have a relationship with and if those entities are promoting the sessions I think that is our best strategy for addressing some of the -- well, I don't know why I should believe in this and what is this. And I would also argue that this idea that I'm proposing about going for a more creative engaging route gets to that process. Instead of having this hearing about civic engagement and how you could get involved and how it involves you, I'm sorry but that say sleeper, I can't see the community turning out for that. But I could instead say, hey, come to this fun event, for food, and there are people that are bubbly and that are new and have champions promoting that event, we could have passerbys and people would come and then leave.

LINDA LEE: You know, we partner with churches and we have a high attendance rate for the screening that we do, even mental health of stigmaization issues. Maybe if there is something they could relate to more. Everybody loves free health care screens and depending if you are registered to vote and who you vote for, that directly influences the policies of funding. And so maybe the messaging and not the event, we could use rather it's health care

or issues that are important to our communities, relating back to why it's important to get involved in this process.

AMY BREEDLOVE: I think that is really key, I like that a lot. It's really about a civic process and explaining that to people that you can make a difference, I think so many people are not engaged because what difference does it make? I'm just going to vote in the same person that everybody has been voting for and I don't see any change and I can't effect change in the city and what we are saying is is that you can effect change. So I think what we have to do in a great way of doing it is that we need some sort of creative civic lesson that goes out, right? Where it's play acted and participatory in some way to really start to do, well if you hand me this problem, diabetes, what do I do? Well, we have to go to the community, we need medical people to come in and talk to us, we need statistics, and we need -- some there are organizations, at least one if not more, that know how to put these things together, so I think if we go out with that sort of program, it will really, I think, energize and excite people to get more involved, at least come out for these and then, what is the next step?

ANNETTA SEECHARRAN: I'm so glad you raised the issue of play acting, because this is an approach that is used and has been very affective in developing countries.

SARAH SAYEED: Okay, just to try to keep us on time, I want Eve, go for it.

EVE BARON: It's really exciting to think about developing

something that is new from scratch, to focus on civic engagement, we have a chance to repitch this with a new entity and to your point, Linda, I hear what are you saying, I think it's important, but it's our responsibility to pitch civic engagement, people attending a local religious service, that is a type of civic engagement, we have to be clear about the message that we are trying to open up a lot of forums, the partnership ideas here are terrific, but I want to keep an eye to make sure that we have a methodology in covering the city in the way that we are not nearly guided like an ad hawk that is available, but we have to make sure that we are available to cover the city, I'm not sure to break it down by demographics or ethnicity or whatever. But the last thing, something that Murad said, having different events for different people, I think that is important for groups to have a sense of trust internally but I think there is a great value in different constituencies to talk about civic engagements.

LORI FIORITO: I think the bottom line is to educate people and by educating is to communicate with people. I mean, I'm embarrassed to say that I have never heard of participatory budget before I got to this meeting.

SARAH SAYEED: I think a lot of people haven't heard about it.

LORI FIORITO: To see people raise their hands, I didn't even know what that was before I spoke to you.

SARAH SAYEED: Yeah. So I think -- I heard an expression recently about our work here, which I think is relevant is that we

are trying to fly a plane that we are trying to build at the same time. So there are -- I mean, I agree that we want to take a new and creative approach. One of the things that I want to put out there is that when we are doing something like that, new, creative, hasn't been tried before, we want to take time to have people get involved, engaged more, communicate more, that takes more time. So that is always a trade off, so the desire to see results in a short amount of time, which is something that the public imposes on a governmental entity because they want to see that we are doing work. There is a tension between that and wanting to have a process that takes more time and is more creative. So I wanted to name that tension. I don't think we need to resolve today, the time line, but what I am hearing is that you wanted to take a more thoughtful approach to these listening session, so we can take the time to think about it a bit more. I would still like to try one of them in September to try to kick it off and if this is say process that is ongoing, as opposed to a listening that happens and then stops but to than part of the civic engagements work to have this kinds of ongoing spaces, where people can come and talk about different civic engagement issues. You know, and that we don't stop. Maybe that's something else to think about.

AMY BREEDLOVE: And Sarah, I'm sorry but I'm trying to understand why we are so silo, trying to build an airplane and trying to fly it at the same time, where there say government that has done great things before. So why are we trying to reinvent the wheel or

build the first airplane, I feel like we are trying to tap into a resource and I urge that we start looking into that.

SARAH SAYEED: We have existing issues that are trying to address that with initiatives in the city. Like the census, democracy NYC and talking to each other to work better together and also we need to start having conversations with the community organizations as well. What I was referring to is that we're going have to put some kind of format to engage the public, we would learn and do it as we go along.

MURAD AWADEH: One other thing I would bump up and piggy back off of what Amy said. We have the public engagement unit for the mayor's office as well as the public engagement for the counsel and we also have partners like participatory budgeting project. There are a number of different people that have mastered the way of doing these community conversations. We really don't have to reinvent the wheel is and we could definitely just tap in and I know that money is always an issue and we could figure that out and figure out the areas that of the city that we are trying to have these conversations in.

SARAH SAYEED: Okay, I think my homework is to do a bit more exploring with community partners and with all of you and with this subgroup that was working with the listening sessions to try to figure out what our next step is on this is. We have about 5 minutes left, we don't have time to get into the other two handouts that I wanted to go over but I will say a couple of things about them. The two other

documents I gave you were draft documents, our homework will be to review these documents and provide your thoughts on what is put on the paper here. One is a document about the participatory budgeting advisory committee, another is about the document of the language advisory committee, as you know, both of these committees are mandates of the charter that the civic engagement must form these committees and we are have conversations internally with the operations, appointments with the mayor's office and how these committees will look. But in these drafts is sort of the overview of their responsibilities of these committees and some of the criteria that can be used to select people that will sit on these committees. A lot of what is on these papers is drawn from the charter and what it expects us to do and I also looked a little bit of suggestions from the participatory budget project, the city counsel has its own city-wide PB committee and there are different ways that people have approached this work and we are trying to draw on those approaches to see -- you know, to accomplish our goal but ill love for you to look through these and we can keep the conversation going about this.

This work is also time bound, right? We need to develop a proposed methodology for language access at poll sites by January of 2020, that means that we need to formulate an advisory board fairly quickly to have them help and be part of the process in creating the methodology, for participatory budget as well, the city counsel is starting its PB process, like now. They have a city-wide committee,

right? We've got to figure out how we will work with that process, we're accountable to have a city-wide PB process in place by July or June of next year, 2020, so again, we want to have an advisory committee that is, you know, that is going to be formed and up and running to inform that process as well.

I'm going to talk internally about developing a proper time line for implementing all of this in an efficient way, we will continue to talk about that. Do you want to have a meeting in August? August is a travel -- people go away, so I don't know.

ANNETTA SEECHARRAN: I'm not available.

SARAH SAYEED: Yeah, a lot of people go away. Mid August, during summer time.

MURAD AWADEH: In September, come back with the report, maybe two options of what we could be moving forward and then we could move to kick off the fall session.

SARAH SAYEED: Yeah, if people are away, we can do the listening subgroup meeting still in July.

ANNETTA SEECHARRAN: Could we have the ability to call into that?

SARAH SAYEED: Yeah, of course.

Okay. So, it is now the hour for us to close. Are there any other issues that we need to raise at this meeting? Anything that, in addition to the listening sessions we will continue to talk about the participatory budget and language access and we also need to do a presentation on the community boards because that is another area



of work.

So if there is nothing else to discuss here --

ANNETTA SEECHARRAN: I do have a question, actually, I was wondering if you could share with us the current capacity of your office.

SARAH SAYEED: The capacity of the office, meaning the staff?

ANNETTA SEECHARRAN: Yeah.

SARAH SAYEED: The current capacity is me and it's LA who is interning with me till the end of July. We have been interviewing people to fill the 6 additional lines we have. Those interviews, hopefully, lead to a finalized pool of candidates that we can start to onboard. Certainly hoping to onboard at least one other person like in the next couple of weeks but maybe more. But, we want to make sure that we have staff by September. Certainly. It's just takes time to find good people and also to navigate the process of applying from a city standard point.

ANNETTA SEECHARRAN: I think we could probably help you with some of that, with identifying candidates if you share with us.

SARAH SAYEED: Yeah, of course, we will do that. It's just to give you a very quick overview, an advisory for the participatory budget, there is the communication role, the community outreach role and the admin role and we need to have someone who is chief of staff in operations and that is combined into one. And I know people that run organizations understand this.

LINDA LEE: It's so challenging. 1 person does like five roles.

SARAH SAYEED: Exactly, which is tough for the civil line titles.

DONNA GILL: So cards, are we going to get cards?

SARAH SAYEED: Business cards?

DONNA GILL: Business cards.

SARAH SAYEED: Okay, I can look into that.

DONNA GILL: The business cards and -- I just lost my thought. I'll call you.

SARAH SAYEED: Yeah. So do I have motion to adjourn the meeting?

MURAD AWAWDEH: Make the motion.

LINDA LEE: Second.

SARAH SAYEED: So the motion to adjourn has been seconded. All in favor?

(All in favor)

DONNA GILL: I'm so sorry, the talking points, you said you were having someone look at it.

SARAH SAYEED: The standardized deck. We can share that. It should be ready within the next week or so.

DONNA GILL: That was my question.

SARAH SAYEED: I can share that out. We don't have say date for the next meeting but I will work with that on you online. Thank you very much for being here. Thank you.

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