



June 30th , 2020
1:30 p.m. – 4:30 p.m.

Virtual WebEX Call

Meeting Minutes

Video Conference Information:

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Meeting number (access code): 161 773 881

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In Attendance:

The Honorable Governor Ralph S. Northam

Virginia Asian Advisory Board Members: Ms. Melody Agbisit, Ms. Suja Amir; Ms. Julia Chun; Ms. Atiqua Hashem; Mr. Razi Hashmi; Ms. Hyun Lee; Mr. Eric Lin (Vice Chair); Mr. Justin Lo; Mr. Bao Ly; Mr. Praveendharan Meyyan (Secretary); Ms. Komal Mohindra (Treasurer), Mr. Patrick Mulloy; Ms. May Nivar (Chair); Ms. Carla Okouchi; Dr. Marie Raval; Mr. Ssunny Shah, Ms. Mona Siddiqui ; Mr. Jewan Tiwari

Governor's Office Staff: Ms. Danielle Campbell (Special Assistant for Advisory Board Administration)

Legal Counsel: Ms. Gionna Speer (Assistant Attorney General, Office of the Attorney General, Commonwealth of VA)

Guests: Ms. Kelly Thomasson (Secretary of the Commonwealth of VA); Ms. Tracy DeShazor (Deputy Secretary of the Commonwealth of VA); Mr. Marvin Figueroa (Legislative Director, Governor's Office of Policy and Legislative Affairs);

Welcome and Meeting Overview

- Secretary Thomasson welcomed attendees to the meeting and mentioned she is looking forward to a very productive meeting of the Virginia Asian Advisory Board.
- Secretary Thomasson welcomed and introduced the Honorable Governor Ralph S. Northam.

The Honorable Governor S. Northam

- Governor Northam thanked Secretary Thomasson, Ms. Campbell, Ms. Nivar and Mr. Lin for all their efforts with the Virginia Asian Advisory Board.
- Governor Northam mentioned he wished we were all able to meet in person and encouraged everyone to stay safe and healthy.
- Governor Northam thanked Mr. Lin for his many years of service to the Virginia Asian Advisory Board.
- Governor Northam mentioned that the Commonwealth is moving into Phase III and that he is being cautious.
- Governor Northam expressed his regret that there wasn't more consistent direction from the Federal Government.
- Governor Northam encouraged everyone to practice social distancing, wash their hands, wear masks and to follow all guidelines.
- Governor Northam mentioned that there are long tasks ahead to get back to normal and to have a vaccine available.
- Governor Northam thanked the Virginia Asian Advisory Board and wished them all the best in the efforts.

Virginia Asian Advisory Board General Meeting

- Ms. Nivar (Chair) thanked Governor Northam for his leadership and thanked his administration for their hard work.
- Ms. Nivar thanked the administration for disaggregated AAPI data and translated information.
- Ms. Nivar encouraged the administration to develop permanent infrastructure so that language translations can be available all the time.
- Ms. Nivar mentioned her op-ed in the Richmond Times Dispatch – "Restore Our Collective Humanity" that was published in the Richmond Times-Dispatch along with the Chairs of the Virginia Latino Advisory Board, Virginia African American Advisory Board and the Virginia Council on Women.
- Ms. Nivar called the Meeting to order at 1:09 PM.
- Mr. Meyyan (Secretary) conducted a roll call for meeting attendance.
- Mr. Meyyan informed the Board that there was a quorum of board members at the meeting.

May Meeting Minutes Approval and June Meeting Agenda Adoption

- May 27th, 2020 meeting minutes were reviewed by the Board. Three amendments were proposed.
- First Amendment was noted by Mr. Mulloy that we should add the FBI's definition of hate crimes on page 9.

- Second Amendment was noted by Ms. Nivar to change “Mr. Bell” to “Mr. Lo” on page 4 and to add a header for “Administration COVID-19 Updates”.
- Third Amendment was noted by Mr. Hashmi to strike the Next Gen Reception portion from the minutes
- The May 27th, 2020 Minutes were moved to be adopted with the noted amendments by Mr. Mulloy and seconded by Mr. Lin.
- Mr. Meyyan conducted a roll call vote on the motion. Mr. Meyyan noted that those members not present at the May 27th, 2020 meeting had to abstain from voting.

Voting in the Affirmative: Ms. Melody Agbisit, Ms. Suja Amir; Ms. Atiqua Hashem; Ms. Hyun Lee; Mr. Eric Lin; Mr. Justin Lo; Mr. Bao Ly; Mr. Praveendharan Meyyan; Ms. Komal Mohindra; Mr. Patrick Mulloy; Ms. May Nivar; Ms. Carla Okouchi; Dr. Marie Raval; Ms. Mona Siddiqui; Mr. Jewan Tiwari

Voting in the Negative: None

Voting to Abstain: Mr. Ssunny Shah

- Mr. Meyyan previewed the June meeting agenda

Public Comments:

- Mr. Meyyan announced that public comments were now being accepted.
- Mr. Campbell noted that there were no members of the general public on the call and no questions were submitted prior.
- The public comments period ended without any comments recorded.

Chair Report:

- Ms. Nivar thanked the Health Committee for shepherding along the request for AAPI data.
- Ms. Nivar mentioned that a memo had been sent to the Governor to declare racism as a public health issue. Ms. Nivar is working to make sure AAPIs are included in that declaration.
- Ms. Nivar asked the Advisory Board for their thoughts on the op-ed published with the Chairs of the other Advisory Board.
- Ms. Nivar moved onto news about Board Appointments.
 - Mr. Lin’s term on the Asian Advisory Board has come to an end and he is term limited.
 - There are no updates regarding other Board members whose term may be expiring.
- Ms. Nivar mentioned that Virginia Asian Advisory Board Committee Chairs have put together a shared Google document with recommendations for the Annual Report.
- Ms. Nivar shared the Annual Report Target Dates.
 - **Tuesday 6/30** - All-in recommendation review and discussion (2.5 weeks/17 days).
 - **Friday 7/17** - Final committee drafts due to Ms. Nivar for consolidation into one report (weekend).

- **Monday 7/20** - Ms. Nivar to send board invitation to view and edit first round consolidated draft (5 days).
- **Saturday 7/25 9 p.m.** - Final feedback deadline – shutting off viewing and editing ability.
- **Monday 7/27** - Ms. Nivar to send final report to board for final review and approval (10 days).
- **Thursday 8/6 5 p.m.** - Final board approval deadline.
- **Friday 8/7** - Final report to Ms. Campbell.
- Ms. Hashem asked about the process for reappointments to the Board. Ms. Campbell replied that Ms. Castañeda will be in touch if she hasn't reached out already.
- Ms. Hashem asked if there was a re-application process. Ms. Campbell said that there was not.
- Ms. Hashem asked if the final 10 days beginning on 7/27 for the Annual Report are for editorial comments. Ms. Nivar replied that it's a second opportunity to offer edits after the first round beginning on 7.20.
- Ms. Nivar advised the Board to use the "suggesting" feature on Google to offer thoughts and comments.
- Ms. Nivar advised that anyone on the Board can comment on any Committee's recommendations.
- Ms. Nivar advised that Committee Chairs should monitor changes, suggestions and edits.
- Ms. Nivar wants the process to be very collaborative. Ms. Nivar understands that it's a different process this year due to COVID-19.
- Ms. Nivar mentioned that we will have to be as efficient as possible and do the best we can.
- Ms. Nivar asked that we please adhere to all deadlines with the Annual Report.
- Ms. Campbell mentioned that if Board members need additional connections to resources with the Administration to please let her know as soon as possible.
- Mr. Mulloy requested that Annual Report drafts be made printable to suggest edits.
- Ms. Nivar mentioned that she will work with Mr. Mulloy to guide him through the process of working with Google Docs.

Administration Update and Asian American and Pacific Islander Outreach:

- Ms. Campbell mentioned a new feature on the website. There is now a contact form to get updates and send questions to the Virginia Asian Advisory Board.
- Ms. Campbell mentioned that the contact form sends responses to the Virginia Asian Advisory Board email account maintained by herself and staff. They will communicate responses to Board Leadership.
- Ms. Campbell will make an announcement about the new feature on the Virginia Asian Advisory Board Facebook page.
- Ms. Campbell mentioned that the Virginia Asian Advisory Board home page has information and documents about Phase III under "Highlights". Translated documents are also posted.
- Ms. Campbell mentioned that there is also a link to the joint op-ed published by Ms. Nivar and the other Advisory Board chairs.
- Ms. Campbell mentioned that the Community Bulletin from March is still posted, and the Health Committee has been added under "Committees".
- Secretary Thomasson introduced the new AAPI Director of Outreach, Shawn Soares. Mr. Soares was recommended by the outgoing Director and Delegate Suhas Subramanyam.

- Mr. Soares will also serve as an assistant for Board appointments
- Secretary Thomasson mentioned vacancies across the 300 Boards and Commissions.
- Secretary Thomasson mentioned that diversity is a priority for this Administration and that they want AAPIs to be well represented across all the Boards and Commissions.
- Secretary Thomasson asked the Virginia Asian Advisory Board members to please reach out to their networks about the vacancies.
- Ms. Nivar asked Secretary Thomasson if applicants to a particular Board or Commission are considered for other Boards and Commissions.
- Secretary Thomasson replied that they strive to do that. Their database can be search by keyword that can be used to match applicants.
- Secretary Thomasson mentioned that they are looking for all types of diversity including regional and professional
- Mr. Lin mentioned that the website is missing the Vietnamese translations. Ms. Campbell will make sure it gets uploaded after the meeting.
- Mr. Soares will be sending this introductory email to Board members later this week.
- Mr. Figueroa discussed with the Board how to approach each recommendation in the Annual report and turn it into action (policy ask, budgetary ask, statutory change etc.)
- Mr. Figueroa used Medicaid expansion as an example of both a policy and budget change.
- Ms. Campbell and staff will help committee members with the process of identifying the types of asks
- Mr. Figueroa discussed an example of training for high schoolers to become morticians. He is working to change the underlying policy to have 12th graders be able to participate.
- Mr. Lin mentioned that since recommendations should be actionable, the agencies themselves can help identify ways in how policy can be enacted
- Mr. Figueroa mentioned that he will be leaving his current position as Legislative Director to become Deputy HHS Secretary.
- Mr. Figueroa will be working on testing and tracing, affordable healthcare, health equity and more.

The Virginia Asian Advisory Board took a break from 2:07-2:10

Education Committee:

- Ms. Okouchi discussed rising Anti-Asian sentiment as something the Committee wanted to address.
- Ms. Okouchi also mentioned that the Committee discussed mental health. They are reaching out to AAPI communities to collect more information since the topic of mental health and suicides can be taboo in some communities.
- Ms. Okouchi discussed diversity in the educational workforce.
- Ms. Okouchi went over the Committee's proposed recommendations.
- Ms. Okouchi emphasized teaching AAPI history, not just across the history of the Commonwealth but across the history of the United States.
- Mr. Lin mentioned that the Committee should talk to the 1882 Foundation. He mentioned that the 1882 Foundation has built modules about Asian American history.
- Mr. Lin asked Ms. Okouchi to contact them to see if they can help incorporate their lessons learned into this Committee's workstream.

- Ms. Okouchi is planning on consulting with more experts to flesh out the recommendations.
- Mr. Lin mentioned that he will forward half sheets on ELLS from the Commonwealth Institute to the Committee.
<https://thehalfsheet.org/post/190181785873/k-12-funding-in-2020-legislative-session>
<https://thehalfsheet.org/post/189065105673/funding-our-future-stepping-up-for-our-english>
- Ms. Mohindra mentioned that the Sikh Coalition has a curriculum ready to go as well and she will share it with the Committee.
- Ms. Amir talked about the 9/11 Memorial Bill
 - Representative Abigail Spanberger and Representative Peter King are co-sponsors
 - The bill is sponsored by an organization that is Islamophobic
 - Passing the bill could be a tacit approval of the organization's stance.
 - Ms. Nivar asked Ms. Amir to send over any links and further information in relation to the bill to the Committee
 - Mr. Lin mentioned that some similar concerns around Anti- Muslim sentiment in education were approved and included in a previous annual report (2015-2016). Mr. Lin will send Committee members the report.
 - Ms. Siddiqui mentioned she may also be able to provide some input as she was part of a working group related to this previously.

Health Committee:

- Ms. Agbisit presented the Health Committee's proposed recommendations.
- Ms. Agbisit mentioned that aggregated data is important to track effects of COVID-19.
- Ms. Agbisit mentioned that Anti-Asian sentiment is an underlying concern of the Committee.
- Ms. Nivar mentioned that AAPI communities are not a monolithic group and in order to know how different groups can be better served, we need better data.
- Ms. Mohindra suggested including or raising the data issues as a holistic issue across Committees rather than individually in each Committee.
- Mr. Lin mentioned that it's important to also emphasize collection of the data because it's hard to disaggregate data that doesn't exist in the first place.
- Ms. Amir mentioned one of the reasons that the data doesn't exist is that in the past, the AAPI community was not considered large enough. With the AAPI community growing, it's important to put that data collection infrastructure in place now.
- Ms. Mohindra mentioned that it's hard to see the gaps at the aggregated level. When disaggregated they are more visible and can be used to inform recommendations and policy proposals.
- Mr. Lin mentioned 40 Quarter Criteria - for Medicaid - Interesting coverage from The Commonwealth Institute. The legislation that reduced to the 20 quarter federal criteria. Since this has been addressed, no action required from the Committee.
<https://thehalfsheet.org/post/182403343218/a-harsh-little-known-rule-leaves-many-immigrants>
<https://budget.lis.virginia.gov/amendment/2019/1/HB1700/Introduced/MR/303/36h/>
- Ms. Campbell mentioned that it was a previous Virginia Latino Advisory Board recommendation.

- Mr. Lin mentioned back in 2014-2015, the VDH was awarded a \$2.6 mil State Innovation Model Grant to assess and develop proposals to better serve health and mental/ behavioral health issues in the Commonwealth. This was carried out at the Virginia Center for Health Innovation. The Director's name was and currently still is Beth Bortz. They focused on 3 areas.
 - African American males under 25
 - Urban residents
 - Rural residents
- Mr. Lin mentioned the Virginia Asian Advisory Board recommended that they create a 4th area to delve into the delivery of these services to the AAPI community. That was not been done. To date. But it may be beneficial to look at their studies to see how we can structure a study for the AAPI community.
<https://www.vahealthinnovation.org/what-we-do/the-virginia-health-innovation-plan/>
- Ms. Hashem suggested that the Annual Report was an opportunity to highlight contributions of the AAPI community, particularly healthcare workers.
- Ms. Nivar thought it was a good idea to highlight Ms. Hashem's suggestion across all areas and will make sure she highlights it in her portions of the Annual Report as well

Business and Trade Committee:

- Mr. Ly presented the Health Committee's proposed recommendations.
- Mr. Ly spoke about the need to get different agencies like the Small Business Administration (SBA) to get their information translated and disseminated.
- Ms. Mohindra discussed the struggles of very small AAPI businesses during COVID-19 and ways to offer them support.
- Mr. Lin mentioned that the translated documents from the administration are temporary for COVID-19. Since the administration now has relationships for the vendors for these services, the Virginia Asian Advisory Board should recommend and push for the translations to be permanent. This could be a budgetary ask.
- Ms. Hashem mentioned that there could be unused funds from grants and federal assistance that could be used to offer further assistance to businesses
- Ms. Chun wrote in the chat in response to Ms. Hashem "Yes with the PPP, I heard there are over 100 billion in unused funds. There were other types of businesses that were relatively left out such as sole props or others that function as sole props even if they are not organized as such (i.e. they don't have employees)"
- Ms. Okouchi wrote in the chat "SUGGESTION: Throughout the document can we be sure to avoid "minority groups" and use ethnic groups or underrepresented groups? Unless that is a quote from another document."
- Ms. Nivar said she is not a fan of the term either in response to Ms. Okouchi's comment in the chat.
- Ms. Siddiqui suggested in the chat in response to Ms. Okouchi "To Carla's point, I would prefer underrepresented, as the term ethnic also carries certain baggage".
- Mr. Lin mentioned in the chat in response to Ms. Okouchi "I tend to use marginalized communities. This connotes that the system is creating the disparity."

- Mr. Tiwari mentioned in the chat that “We should also advocate for the start-ups who wants to Solve the problems and get started their business.”
- Mr. Ly mentioned that Credit Unions have been more helpful than banks during this crisis. A lot of small businesses are 1099s and not W-2s. The Small Business Administration was not helpful in supporting these businesses.
- Mr. Ly mentioned that better relations with Asian countries could helped procure PPE. There are still large countries that Vietnam, India and South Korea that do not do lots of business with the Commonwealth.
- Mr. Ly mentioned that he could like the Commonwealth to host more summits with those Nations and pitch our ports for trade.
- Mr. Lin mentioned that some of Mr. Ly’s points were also included in previous Annual Reports and so it might be good to reference those years in order to bolster this year’s report.
- Ms. Campbell mentioned that follow-ups to those recommendations are still happening and it might be worthwhile to talk to the Secretary of Commerce and Trade to make sure any efforts aren’t being duplicated.
- Mr. Mulloy mentioned that it’s important to know what the export/import with Asian countries currently are.
- Mr. Mulloy will write about a Bill in the United States Senate co-sponsored by Senator Mark Warner about semi-conductor support.
- Mr. Ly said he will send the list of Vietnam export/import data to Mr. Mulloy.
- Mr. Lin mentioned a previous effort to create an Economic Advisory Board. Mr. Lin will share details on that after the meeting with Board members.
- Mr. Mulloy mentioned to highlight background on why certain sectors have large amounts of AAPI representation as opposed to others.

Civic Engagement Committee:

- Mr. Lo mentioned that the Committee will be focusing on COVID-19 related impacts on the Census and the upcoming general election.
- Mr. Lo mentioned the Committee partnered with NAKASEC and New Virginia Majority for portions of the report.
- Mr. Lo mentioned recommending that information be provided on voting laws and options (mail, absentee, etc.)
- Mr. Lo mentioned that the Census department has abandoned plans to go door to door, has abandoned plans for Census assistance centers and cancelled community events.
- Mr. Lo spoke about advocating for language translations and access on census on voting information
- Mr. Lo mentioned that the response rate on the Census at the end of June was lower than in 2010.
- The committee plans to advocate for Virginia Department of Elections to collected disaggregated AAPI data.
- The committee plans to advocate for expanding access to technology and internet access to low income and low English proficient households.

- The committee plans to advocate for disseminating information on new voting laws like no excuse absentee voting.
- The committee plans to advocate for having the Department of Elections portal translated. The initial pages are translated but others are not.
- The committee plans to advocate for investing in infrastructure to keep up with the demand from the changes, such as increased requests for mail in ballots.
- Mr. Lin asked how recommendations can be sped up in time things that are rapidly approaching like the election.
- Ms. Campbell mentioned some things can be labeled as current action items.
- Mr. Lo also mentioned that since the Commonwealth has elections every year, even if it doesn't get implemented in time for this November, hopefully it can for the next.
- Ms. Nivar mentioned the importance of the AAPI network and groups like NAKASEC in civic engagement and mentioned the committee should partner with them where appropriate.
- Ms. Nivar also mentioned that for long term recommendations, it's important to continue work on them even with a new administration.
- Mr. Ly mentioned having a database of relationships or contacts for community organizations
- Ms. Campbell replied to Mr. Ly that she is working on creating this for the future
- Ms. Nivar talked about the importance of continuity and flow from the previous Annual Reports.
- Mr. Hashmi mentioned the importance of building relationships with institutions rather than personalities.
- Mr. Nivar mentioned that there were ideas for a summit with the administration in the past and asked if the Board would like to do one again.
- Mr. Lin mentions that the Virginia Asian Advisory Board previously raised \$30,000 that currently resides with the state. The board could access it to fund a summit.
- Ms. Mohindra will ask the previous Chair about access to these funds.
- Ms. Nivar mentioned that a potential summit would be focused on the Virginia Asian Advisory Board and our communities.
- Mr. Lin mentioned that there can be layers at a potential summit but still maintaining the core focus on AAPI communities.
- Ms. Okouchi volunteered to assist with the planning of a summit.
- Ms. Nivar mentioned that there is an idea to do a summit with an incoming administration, but it can be a challenge with potential delayed cabinet appointments.
- Mr. Mulloy asked when the next Virginia Asian Advisory Board meeting is.
- Ms. Campbell replied to Mr. Mulloy that the next Board meeting will be September 10th and will be virtual
- Mr. Lin mentioned that we need to all help committee with subject matter experts from our networks to help finalize the recommendations

Miscellaneous Board Items

- Ms. Siddiqui mentioned that Mr. Lin has received an award from the Leadership Metro Richmond. Ms. Siddiqui is on the board of Leadership Metro Richmond.

- Ms. Siddiqui mentioned that Mr. Lin was chosen for the award due to his thoughtful deliberation, and because he is highly regarded for this leadership, volunteerism and service.

Adjournment

- Ms. Nivar adjourned the meeting at 4:13 PM