

## **MINUTES**

### **Multicultural Relations Advisory Board November 9, 2015, Madison Room**

#### **Call to Order**

Roslyn Yerman called the meeting to order at 5:40 p.m.

#### **Roll Call**

Present: Tony Austin, Nellie Brown, Valleri Devine, Dolly Ferries, Councilman David Soltis (Council Representative), Ex-Officio Members: Roslyn Yerman, Sally Arrivee  
Unexcused: Urmila Agarwal and Mayor Pro Tem Mark Bliss (Council Alternate)  
Guests: City Manager Ben Myers, Mayor Brian Hartwell, Johnnette P. Eggert

#### **Nomination and Election of Chairman**

Anthony Austin was elected as Chairman.

#### **Nomination and Election of Vice-Chairman**

Valleri Devine was elected as Vice-Chairman.

#### **Nomination and Election of Secretary**

A motion was made by Soltis with a second by Brown to defer the election of a Secretary. Yerman was designated as Acting Secretary for this meeting.

#### **Review of Board Purpose**

The Farmington and Farmington Hills mission statement was reviewed, and there was a consensus that it serve as guidelines for the board. Councilman Soltis spoke to the reasons behind the formation of the board, and noted that the resolution establishing the same was to serve as an outline, with the board establishing a mission statement.

Discussion ensued on board direction. Identifying issues and celebrating different cultures was one suggestion. It was suggested that section 10 of the resolution establishing the board be incorporated into the Farmington and Farmington Hills Mission statement. Arrivee spoke to different cultural groups, and shared ethnic brochures for the predominant groups in Sterling Heights, with the recommendation that the board might want to create the same for Madison Heights.

Identifying and celebrating different cultures was raised, as was the development of diversity training and taking advantage of existing opportunities to promote diversity. It was suggested that City events be reviewed for this purpose, with input from other City Boards and Commissions.

### **Staff Presentation of City Demographics**

Arrivee spoke to the breakdown of the Madison Heights community, noting primarily White, African American, and Arab. It was suggested that organizations be identified that serve each of these ethnic groups. The point was made in discussion that constituents are those being served. Schools of Choice was one example, where the students and parents might not be City residents.

### **Discussion of Future Meeting Dates**

A standing fourth Monday meeting date was suggested with a conflict to a second Monday date, in an attempt to stay with meetings on Council Meeting Mondays. December 28<sup>th</sup> was not felt to be practical, and November 30<sup>th</sup>, a fifth Monday, was identified for a second meeting, so as not to lose any momentum. There was discussion about a presence at the City's tree lighting, scheduled for November 23<sup>rd</sup>.

### **Adjournment**

Roslyn Yerman adjourned the meeting at 6:45 p.m.

## MINUTES

Multicultural Relations Advisory Board

November 30, 2015

Breckenridge Room, Madison Heights Public Library

### Call to Order

Chair Tony Austin called the meeting to order at 5:30 p.m.

### Roll Call

Present: Tony Austin, Valleri Devine, Nellie Brown, Urmila Agarwal, Councilman David Soltis (Council Representative), Ex-Officio Member: Sally Arrivee

Absent : Johnnette Eggert, Dolly Ferries, Mayor Pro Tem Mark Bliss (Council Alternate)

### Old Business

Chairman Austin asked Sally Arrivee if she would act as secretary until a full Board could be appointed and a secretary selected. He then reviewed the minutes of the last meeting.

Arrivee then presented a summary of the article included in the packet as well as others that were made available for pick up at the meeting.

### New Business

The Board reviewed the list of community activities and organizations included in the packet. After a discussion it was decided to break up the list of groups in the city, and contact each group to see if they have a governing board where a member of this group could possibly attend and spread the word about the new Multicultural Relations Advisory Board. Vice-Chair Devine said that it is important the word gets out to the community, as well as getting to know the ethnic communities within the city.

Outreach is an important part of what the board needs to do. Vice-Chair Devine stated she will be donating the party favors for the Senior Citizens Christmas party and she plans to have information on the table about the new board.

Councilman Soltis suggested that there should also be a presence at the Community Roundtable meeting and other community oriented groups such as Rotary and Kiwanis. Arrivee mentioned that she will be doing a presentation on the Mango program for the ESL parents groups for the middle and high schools early next year.

Discussion moved on to the Mission Statement Draft. Councilman Soltis suggested dropping MCRAB and leaving it as MRAB instead. The board agreed, and Vice-Chair Devine moved to accept the Mission Statement with the change, with a second by Ms. Agarwal. The motion passed unanimously.

### Other Business

Chair Austin asked if something could be placed about MRAB on the city website as to its purpose and that it was seeking new members to fill the three board vacancies. He also asked if the next meeting could be put on the message board. Councilman Soltis said that there should be no problem and asked Arrivee if she could draft the messages.

It was decided that the meetings would be held on the fourth Monday for the next four months at 5:30 p.m. in the Library's Breckenridge Room.

### Adjournment

There being no further business, the meeting adjourned at 7:00 p.m.

## **MINUTES**

### **Multicultural Relations Advisory Board**

**January 25, 2016**

**Breckenridge Room, Madison Heights Public Library**

#### **Call to Order**

Chair Tony Austin called the meeting to order at 5:30 p.m.

#### **Roll Call**

Present: Urmila Agarwal, Tony Austin, Nellie Brown, Mayor Pro Tem Mark Bliss, Johnnie Eggert, Dolly Ferries, Ex-Officio Member: Sally Arrivee  
Excused: Valleri Devine, Councilman David Soltis  
Guests: Archie Hensley, Jaafar Abbass, Ilham Abbass

Chairman Austin began with introductions, including the three guests. Mr. Jaafar Abbass is on the Board of the American Islamic Community Center in Madison Heights.

#### **Approval of the Minutes – November 30, 2016**

Mayor Pro Tem Bliss made a motion to approve the minutes of the November 30, 2015 minutes, with a second by Mrs. Ferries.

#### **Old Business**

#### **Nomination and Election of Secretary**

Chairman Austin asked if Ms. Arrivee would act as secretary again until the full Board could be appointed and a secretary selected.

#### **Reports from Contacting Community Groups**

- 1. N. Brown**
- 2. V. Devlin**
- 3. U. Agarwal**

Ms. Brown made her report on contacting the six community groups on her list from the last meeting. She initially called the groups and followed up with a letter and a 3 x 5 card as a reminder to the groups about the date of the next meeting and that they were invited. Ms. Brown made the observation that it might give the group a bit more authority if we had city stationary and some form of identification when representing the group.

#### **Draft for Website**

The notice about MRAB for the City website was presented. Ms. Eggert moved, with a second by Mrs. Ferries to accept the notice as written. All agreed, and the motion passed.

### **Other Business**

Discussion began with some ideas to pursue to let the community know about MRAB. Flyers places in businesses, the possibility of utilizing the Police Department in contacting various groups were a couple of the ideas discussed. Mr. Archie Hensley volunteered to design some sort of an ID badge working with Mayor Pro Tem Bliss. Mr. Austin thought that some sort of Who's Who in the Community might be useful, again working with Mayor Pro Tem Bliss.

Another item that was brought up for discussion was doing some sort of a survey using Survey Monkey on the City website. It should be on the City website for approximately six months, and translated into at least six different languages. Contacting both the businesses and faith communities would be one way to get the work out to the public in general. Board members were asked to bring some suggested questions to the next meeting. Mr. Abbass said that he would be happy to find speakers in Arabic to assist with the Arabic translations. He also said he would help translate the MRAB notice for the City website as well.

### **Adjournment**

There being no further business to be brought to the meeting, Mrs. Ferries moved, seconded by Ms. Eggert to adjourn the meeting at 6:45 p.m. All agreed.

## **MINUTES**

### **Multicultural Relations Advisory Board**

**February 22, 2016**

**Breckenridge Room, Madison Heights Public Library**

#### **Call to Order**

Chair Tony Austin called the meeting to order at 5:31 p.m.

#### **Roll Call**

Present: Tony Austin, Nellie Brown, Mayor Pro-Tem Mark Bliss, Johnnie Eggert, Dolly Ferries, Councilman David Soltis, Archie Hensley, Chelsea Zuzindlak

Also Present: Melissa Marsh, Deputy City Manager

Excused: Valleri Devine, Urmilla Agarwal, Sally Arrivee

Guests: Amer Hanna-Fatuhi, President of the Caldean Cultural Center

#### **Approval of Minutes January 25, 2016**

Dolly Ferries moved, seconded by Nellie Brown to approve the minutes with the correction of making unexcused V. Devine and D. Soltis excused. Motion passed.

#### **Old Business**

#### **Nomination and Election of a Secretary**

Needs to be discussed at the March meeting.

#### **Reports from Contacting Community Groups**

T. Austin discussed the ways to get data from different cultural groups, so the committee can communicate with them. C. Zuzindlak asked if the survey is to be directed to the leader of the organization or to the members. She also wanted to know if the survey would be electronic. T. Austin said that they need to have multiple ways of communicating and disseminating the survey to the public. A. Hensely volunteered to head a subcommittee to assist with the task. Mayor Pro-Tem Bliss suggested that the committee needs to find the avenues to distribute the survey. Mr. Austin said the survey should be centered on city services. Mayor Pro-Tem Bliss suggested that staff should compile a list of 10 questions to bring to the March meeting.

Ms Zuzindlak said the MRAB needs to decide what organizations to talk to and staff to develop questions. Mr. Hanna-Fatuhi said that the Chaldean Cultural Center knows who lives in Madison Heights and can communicate with their members via newsletters. He said to start with a small number and the list would grow.

Ms. Eggert moved, seconded by Mrs. Ferries that a multicultural research subcommittee headed by Mr. Hensley to create questions for a survey to be formed. Motion passed unanimously.

### **Board Member Identification**

Ms. Marsh updated the group that the city would provide identification cards to committee members. MRAB members need to go to the City Manager's office and see Betty Oliver for getting ID cards. She also said that blank letterhead will not be given out but a form letter stating what is trying to be accomplished can be written.

### **New Business**

Mayor Pro-Tem Bliss updated committee members that with the help of Mr. Austin they were going to begin making videos of City Services to be translated into several languages.

### **Adjournment**

The meeting adjourned at 6:45.