



Hamilton

**MINUTES**

**IMMIGRANT & REFUGEE ADVISORY COMMITTEE (I&R)**

**Thursday, October 12, 2017 - 6:30 p.m.**

**City Hall, 71 Main St. W., Room 192**

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**Present:** Dena Honig, Grace Maciak, Beau Daniels, Marie Robbins, Eman Ismail-Elmasri, Holly McKean, Huzaifa Saeed, Suad Badri, Ahmed Farah

**Also Present:** Jessica Bowen, Human Rights, Diversity & Inclusion

**Regrets:** Mané Arratia, Ramon Petgrave, Sylvia Gill, Noor Nizam, Councillor Donna Skelly, Zenaida Roque Cruz, Leo Johnson, Mir Islam, Aspy Ayrton, Sam Abraham, Yohana Otite,

**Absent:** Funmi Akiode, Juanita Maldonado

**Guests:**

**Chair Person :** Aspy Ayrton

**1. Welcome and Introductions**

The Chair welcomed everyone, calling the meeting to order at 6:40 p.m.

**2. Declaration of Interest**

No declarations of interest.

**3. Approval of Agenda**

**(S. Abraham/A.Farah)**

That the Immigrant and Refugee Advisory Committee approve the agenda of June 8, 2017 as presented.

**CARRIED**

**4. APPROVAL OF MINUTES**

**(H.McKean/E. Ismail-Elmasri)**

That the minutes of June XX, 2017 be approved as presented.

**CARRIED**

**Q: will we be doing all the items outlined in the Terms of Reference**

**Accreditation, connect between provincial level and city level**

- **Clerks: Quorum: with resignation. What is the process?**

**Next steps after we accept resignation – do we write a letter?**

**If we are sincere with the workgroups, we need to have more structure. The same day I was advised of the working group meeting. The meeting happened at the last meeting.**

**Do we have to have quorum to accept the resignation?**

- **Newcomer Day in May 2018 - partnership with HIPC.**

**Clerks – What do we do when someone is ill/on a leave – does this count against quorum.**

## **5. Presentation**

Jessica Bowen, Human Rights Specialist, addressed the Committee respecting the Human Rights, Diversity and Inclusion Strategic Plan. A copy of the handout was distributed to Committee members. Comments included, but were not limited to the following:

- Vision
- Mission
- Principles
- Links to City Strategic Plan
- Priorities
- Legislative and Policy Compliance
- Workplace Diversity
- Workplace Inclusion
- Database and Metric Tracking
- Goals

**(D.Honig/H.McKean)**

That the Human Rights, Diversity and Inclusion Strategic Plan, be received.

**CARRIED**

## **6. Business Items**

### **6.1 Workplan Structure Sub-Committees**

Working Groups:

The Committee discussed assigning designated Coordinators for each working group. Each meeting should have minutes and the minutes should be circulated to all committee members at the beginning of the next month's Immigrant and Refugee Committee meeting.

The group confirmed the following working groups and designated coordinators:

- Juanita Maldonado: Open House working Groups
- Zenaida Roque Cruz: Housing Working Group.
- Mané Arratia: Education Working Group
- Suad Badri: Employment Working Group

### **6.2 Open House working group update:**

The working group indicated that they have had two subcommittee meetings regarding the Open House Event. The group identified that the purpose of the event is to provide immigrants and refugees with access to resources and information, which aligns with the Committee's mandate: "To make recommendations regarding policies, procedures and guidelines that address the needs and concerns of people who are immigrants or refugees."

The group explained that they did not think they could develop and execute a successful event for the Fall of 2017 as originally anticipated. They provided a revised date of Spring 2018.

The notes from the working group meetings will be shared at the July 13, 2017, Immigrant and Refugee Committee meeting with all members.

Some highlights of the two meetings are included below:

- Create interactive events with activities such as roundtables, hands-on workshops, how-to's, Q & A sessions, "Did you know?"
- Discussed the logistics, including the use of social media (twitter, Facebook, etcetera)
- Consideration to resources such as food, entertainment, daycare, etcetera.

The Committee discussed having the event on a Saturday to ensure full availability of committee members and suggestions were made to invite students to assist in a volunteer capacity.

**(S. Abraham and H.McKean)**

That the Housing Working Group Report, be received.

**CARRIED**

**7. Correspondence**

No Correspondence

**8. New Business**

**8.1 Evelyn Myrie, Mayor's Equity Report.**

The committee agreed to invite E. Myrie to attend the September 2017 meeting for a 15 minute presentation/feedback session.

**9.0 Information Sharing**

**9.1 Hamilton Immigration Partnership Council (HIPC) Information Sharing**

J. Bowen informed the committee that Hamilton Immigration Partnership Council representatives have expressed interest in continuing to attend the committee meetings to contribute information as appropriate. HIPC is interested in a collaborative relationship with the committee in the future to enhance resources for Immigrant and Refugees in the Hamilton community.

**10.0 Next Meeting Date**

Thursday, July 13, 2017

**11.0 Adjournment**

**(H.McKean/ E. Ismail-Elmasri)**

The meeting adjourned at 8:35 p.m.

