Proposed Hispanic and Immigrant Affairs Board
Overview

Response to the request made at the December 3, 2019 Council Meeting to make Raleigh a more welcoming city:

- Need to be inclusive of Hispanic and Immigrant residents in civic matters
- Recognize that there is a language barrier
- Create an opportunity for collaboration and stronger community engagement with immigrant communities
Functions

- Serves as a liaison between the Immigrant community and City Council.
- Advises City Council on barriers that impact Immigrants in social, economic, and vocational pursuits.
- Contributes to equitable policy development concerning immigrant residents.
- Connects the City with communities through education, outreach and cultural celebrations.
Hispanic Affairs Board can be a stand alone board.

Immigrant Affairs Board may also be a stand alone board.

Many immigrants share some of the same challenges which may lead to a single board.

Executive Order 13166 Limited English Proficiency – Development of Language Access Plan
Board Appointments

- 13-15 Total Board Seats
- Initial Board may be created through nominations and or application process.
- Appointees will serve a two (2) year term with a maximum of two terms (4 years).
- Community and Professional Appointments
Positions

Two Co-Chairs

- One Community, One Professional
- Coordinate the various activities of the board and facilitate meetings
- Proficiency in managing relationships and building networks
- Make presentations to Council and the community
- 2-3 years of documented experience serving the community
Positions

Secretary

- Maintains copies of the organization’s bylaws and the board’s policy statement
- Keeps updated lists of officers, board members, boards, and general membership
- Schedules and notifies board members of monthly meetings
- Keeps accurate record of board attendance, and meeting minutes
- Records all motions and decisions of meetings
Staffing Needs

- Two Staff
- Community Relations Analyst (Bilingual)
- Administrative Support Analyst (Bilingual)
Next Steps

Requesting Council’s guidance on:

- Board Focus (Hispanic Affairs, Immigrant Affairs)
- Preferred Initial Appointment Process (Application, Nomination.)