



Immigrant Integration Task Force Meeting

April 24, 2014

Charlotte-Mecklenburg Government Center, Room 280
600 E. 4th Street, Charlotte, NC 28202

MINUTES

Attendance:

Task Force Members: Audrea Caesar, Mariana DeLuca, Ellen Dubin, Steven Garfinkel, Anika Khan, Stefan Latorre, Thanh-Thu Luong, Marianne Lyall-Knusel, Amy Michelone, Tin Nguyen, Jennifer Pearsall, Jennifer Roberts, Wil Russell, Robert Shore, Kim Vazquez, Kristin Wade, Sam Wazan, Curt White, Lacey Williams, Emily Zimmern

City Staff: Alexis Gordon, Krystal King

Absent: Diego Anselmo, Monica Colin, John Chen, Daniel Hernandez, Victoria Manning

1. Welcome

Ms. Gordon called the meeting to order at 3:10pm.

2. Where We Are Today

Mr. Latorre (Chair) reminded the Task Force members that they are still in the learning and listening phase, which includes hearing “promising practices” from peer cities. Also, the first of the Task Force’s three Community Listening Sessions is scheduled to take place soon, which will kick off the “100 Days of Listening” phase.

Only four other organizations have signed up to host a Community Listening Session: Action NC, the Charlotte Chamber of Commerce, International House, and the Latin American Coalition. Mr. Latorre pointed out the largest immigrant populations living in Mecklenburg County (see Appendix A for PowerPoint presentation) and asked the Task Force to identify organizations within these communities that could be contacted about hosting a listening session.

Mr. Nguyen said that the Vietnamese Association of Charlotte and the Southeast Asian Coalition (SEAC) might be able to host a session, and suggested that perhaps since SEAC is housed in the same building as the Latin American Coalition (LAC) the two organizations

could host a listening session together. Ms. Williams, who works for LAC, advised that the LAC's listening session will need to be conducted in Spanish, which would likely not work for the Asian community. Ms. Luong, who is the Executive Director of SEAC, stated that while it is important to hear from the Asian community, SEAC only has a staff of two people and they have very limited resources. However, they will do their best to host one.

Ms. Dubin stated that she sent a request to Refugee Support Services to host a listening session and is waiting to hear on their decision. They have a help center where refugees – no matter what country they are from or how long they have been here – meet once a week, which might be a good time to hold a listening session.

Mr. Wazan asked if the Task Force was also supposed to be reaching out such groups as the Germans, British, and French. Mr. Latorre responded that the Task Force's goal is to be all-inclusive. The main criticism they are going to get is that they didn't listen to the community, so they need to work harder to encourage as many organizations as possible to host a listening session. Mr. Wazan pointed out that the Middle Eastern community is missing from the list of organizations committed to hosting a session, so he agreed to contact the organizations he is involved with, including the Muslim American Society.

Ms. Dubin asked Ms. Roberts if the other organizations housed in the Midwood International and Cultural Center had been contacted (such as the Japanese Association). Ms. Roberts stated that she sent out an email about the Task Force's upcoming listening session and that she would print out the email and hand it out to each group housed there. She also said that she would reach out to the Hindu Center in Charlotte. Ms. Gordon reminded the Task Force that any listening session, whether hosted by the Task Force or another organization, must be announced publicly.

3. Learning and Listening

a. Community Listening Session Format

Ms. Zimmern (Vice Chair) stressed the importance of the Task Force members attending and participating in the Community Listening Sessions. She then reviewed the listening session format (see Appendix B). The listening session participants will be divided into small groups, as this will promote better discussion. Each group will have a specific topic assigned to it, and as they arrive, participants will be asked to sit in the group whose topic they are most interested in.

Each small group will have either a Task Force member or a representative/volunteer from the host organization who will lead the discussion. If possible, each small group will also have either another Task Force member or individual from the host organization who will take notes during the discussion.

The listening session will begin with a welcome, at which time a Task Force member or the host organization will thank the participants for attending, review the Task Force's charges from City Council, and briefly explain the session format. The participants will be provided with a sheet of paper with the following general questions on the front:

- 1) What is one thing that is being done well in Charlotte to help immigrants?
- 2) What is one thing that could be improved upon in Charlotte to help immigrants?
- 3) What is one critical need that is urgent and should be addressed in Charlotte to help immigrants?

The participants will be asked to write down their answers to these questions and then given the opportunity to share their responses with their group. After discussing their answers, the group leader will ask the participants to answer the three questions on the back of the sheet, which will be the same three questions but will pertain to their specific group topic. After discussing these responses, if there is time remaining the groups can discuss a second topic. In the last ten minutes of the session, each group will report out for the entire audience to hear what the major points were in their discussions.

At the end of the session, all the notes and the participants' answer sheets will be collected and returned to the Office of International Relations. If an organization wants to hold their session in another language, they can do so. However, all the notes and minutes must be translated into English before being turned in to the office.

A Task Force member asked if translators would be provided by the city, if needed. Ms. Gordon responded that the Office of International Relations has a great volunteer network that it can reach out to for assistance with translation. If an organization will need translation assistance, they should let the office know with enough lead time so that volunteers can be found. Choice Translating has also offered to help with translation during the listening sessions, if needed. The bulk of the city's budget for the Task Force is for printing documents for the meetings and for the survey being developed by UNC Charlotte. She also suggested that Task Force members invite people they know to the listening sessions who would be able to assist with translation. All the information about upcoming meeting dates, meeting minutes, the survey (once released), and more will be available on the office's website.

Ms. Zimmern explained that something she has found useful in other work she has done is to bring together the session leaders at the very end for a quick debrief while the meeting is fresh in their minds. Therefore, the Task Force members or the organization leaders are asked to meet for an After-Session Review to discuss the four questions listed in the Community Listening Session format document (Appendix B), and to turn these notes in with the minutes. The purpose of this is to ensure that these listening sessions are gathering the best information possible and to determine if any tweaks need to be made to the format.

b. Community Listening Session Topics

Because it is not possible to cover all eight previously-identified topics in a single listening session, Ms. Gordon suggested that the Task Force members choose five for the first session. The more topics there are, the more Task Force members will be needed to lead those discussion groups and take notes. If, at the upcoming listening session, they find that one topic is not appropriate or is not of concern to immigrants, they can replace it with another topic at future sessions.

Additionally, organizations that host their own listening sessions can choose as few or as many topics as they want to include in their discussion. Their meetings can be a little more flexible in terms of what topics to cover as long as they have the participants answer the three general and three topic-specific questions provided.

Ms. Zimmern then asked the Task Force members to fill out the provided Member Commitments worksheet (see Appendix C) and turn it in to Ms. Gordon or Ms. King. Once completed, they returned to discussing which five topics they wanted to include at the upcoming Community Listening Session. Ms. Gordon reminded the Task Force that the five topics included in City Council's charges are workforce and business development, education, civic integration, public safety, and financial inclusion. The Task Force could choose these five topics or swap one or more out. Ms. Gordon proposed that they think about this initial listening session as the pilot – to see how well it will work and what will need to be tweaked.

There was confusion about the Quality of Life topic, particularly about what this topic entails and how specific to be in defining it. Ms. Gordon explained that the subtopics under Quality of Life include such things as housing access, collaboration between community and government, celebration of diversity, and philanthropy, among others. She offered to write these as sample ideas under the main Quality of Life heading on the flip chart sign.

Ms. Roberts suggested that since International House is partnering with the Task Force on the first listening session, it might make sense to choose topics that pertain more to what International House focuses on. For example, they do not focus on financial literacy, but they do a lot of work in education, civic integration, quality of life, workforce development, and healthcare.

One Task Force member asked if there is a goal for the number of listening sessions to be held and if there is a due date to submit all the data. Ms. Gordon responded that while there is no hard due date, the Task Force must present their recommendations to City Council at the end of one year. Additionally, the plan is to have 100 days of listening, so this period will start with the first Community Listening Session on April 27th. All the listening sessions should be completed within these 100 days. While there isn't a hard number of how many listening sessions to be held, the goal is to have as many as possible in order to hear from as many immigrants as possible. Mr. Latorre stated that this is why the Task Force members need to fill out the commitment worksheets and write down what organizations they are going to contact about hosting a listening session.

Ms. Khan asked if there are any marketing materials to bring to the organizations when being approached to host a listening session. Ms. Gordon explained that the documents outlining the guidelines and format for hosting a Community Listening Session should be provided to the organizations. She said she would email these to the Task Force members again.

Ms. Gordon also reminded the Task Force that organizations can partner to host a listening session. For example, the Charlotte Chamber of Commerce is partnering with the Latin

American Chamber of Commerce of Charlotte to host a listening session, and they will invite all the other international Chambers to invite their members to attend. The original date for the Chamber's meeting conflicts with the May Task Force meeting, so they have to reschedule it.

Ms. Lyall-Knusel asked if there is any flexibility in the listening session format. As an English teacher with Charlotte-Mecklenburg Schools (CMS), she touches on all of the topics in her classes. This presents an opportunity to gather information from a captive audience, but the current format is not conducive to this. Ms. Gordon responded that there are ways to adapt the format, but they need to make sure that the data collected is measurable and able to be translated into policy recommendations.

While it was agreed that having access to such a large number of youth voices is a great opportunity, it is important to make sure that the results are not skewed. For example, if 3,000 youth are surveyed, financial inclusion is most likely not going to show up as an issue that immigrants are concerned with. Ms. Zimmern suggested the possibility of having the students answer the three general questions, as well as informing them that they can complete the survey when it becomes available.

Mr. Garfinkel offered to reach out to the British American Business Council, but he did not believe they would be very responsive. He proposed asking them for feedback at one of their meetings, believing this would be the best way to get feedback from this community. Mr. Latorre stated that there is value in knowing who the Task Force reaches out to and who among these was not interested, such as the Chambers that did not respond to the questions Ms. Gordon sent before the March meeting. He reiterated the importance of making an effort to reach out to as many groups as possible in order to get as much information as possible. The goal is to gather feedback from the majority of immigrant populations in Charlotte.

Ms. Pearsall suggested collaborating with CMS's high school ESL classes to gather feedback. She mentioned that this could be done during their summer school programs if it could not be organized before the school year ends.

Ms. Kahn asked if any demographic data will be collected in order to make sure that the data is not skewed in any way, for example, by having responses mostly from the Hispanic population or a particular age group. Ms. Gordon replied that demographic information will be collected during the survey, which will be constructed according to academic standards. It was pointed out that if people are willing to self-identify at the listening sessions, then they should be given the opportunity to do so. Ms. Zimmern suggested adding a demographic section to the sheet with the questions on it and explaining to the participants that this section is optional. The demographic information to be collected will be age, gender, and country of origin.

For participants who are not literate, it was suggested that another person could write down their answers and demographic information for them and that this should be included in the instructions.

Ms. Zimmern thanked the Task Force for their feedback and then introduced Tom Negri, Interim Director of the Metro Human Relations Commission and retired Managing Director of Loews Vanderbilt Hotel.

4. Promising Practices: Nashville

Mr. Negri began by offering a suggestion to the Task Force. He recommended reaching out to clergy members, especially those that deal with new arrival communities, because immigrants often tell their clergy members things that they would not share with others.

Nashville followed everything that Charlotte had been doing to help the international community for nearly 20 years, but then Charlotte stalled. In 2007-2008, Nashville's City Council brought up an English-Only initiative, which was sponsored by ProEnglish, a designated hate group. The City Council passed the proposal, but the Mayor vetoed it, which required that it be taken to a ballot initiative. The initial polling in the ballot initiative, which he believes would be similar in Charlotte, was that 82% of the people were in favor of the bill. He stated that this is because people think everyone should learn English, which they do, and that immigrants today learn English 2.7% faster than his grandparents' generation did.

In response to the English-Only initiative, the group Nashville for All of Us was created. This group included unions, businesses, the ACLU, religious leaders, and others. The organization still exists and still meets regularly to discuss issues that affect Nashville's newly-arrived community.

One of the things that came out of Nashville for All of Us was that Conexion Americas opened an all-inclusive international community center called Casa Azafrán. Charlotte's demographics are not too far off of Nashville's, with a few exceptions: Nashville has a large Kurdish community, whereas Charlotte has a large Vietnamese community.

Also as a result of the English-Only initiative, Nashville no longer looks at people as documented or undocumented, but as members of their community no matter where they came from or how they got there. Nashville also gave up the 287(g) program, which Charlotte still has. The sheriff gave it up not because he wanted to give it up, but because of political pressure. What is important is gathering the people together that are able to have the conversation without the rhetoric and are willing to discuss what is best for the community.

Nashville's economy is one of the top 25 strongest economies in the country. According to Mr. Negri, had the city passed the English-Only initiative in 2008, it would have 17,000 fewer jobs, 14 fewer hotels, and they would not have their brand new convention center.

That being said, it was really difficult for Nashville to get where it is today. It is important to leave not only the niche issues out of the discussion, but also the politics. One of the key factors for Nashville's success was bringing the clergy together. A coalition of clergy from all faiths was created and meets regularly, without any press in the room, so that they can talk openly.

One major problem in Charlotte is the 287(g) program. Before ending its 287(g) program, Nashville deported 5,300 people, many of whom did not commit any crimes. The city will be paying for this for the next three decades because doing this made about 1,700 families single-parent households, which affects their financial empowerment.

Only two weeks ago, the Tennessee state legislature passed a bill, which was headed to the governor's office to be signed, to allow children born in the U.S. to undocumented immigrants to receive in-state tuition at universities. Other recommendations they are planning on fighting for next year include making in-state tuition available for everyone living in the state of Tennessee.

Mr. Negri opened the floor for questions from the Task Force. Ms. Williams commented that Charlotte's City Council has no purview over county policies and the sheriff's department. However, she believes that the Task Force can make recommendations that deal with county policies since the city and county are very connected. She stated that in Mecklenburg County, 95% of the people caught up in 287(g) have either never been convicted of any crimes or have committed very low level offenses like driving without a license and drug possession. As a program, 287(g) was designed to catch terrorists and violent criminals, not low-level offenders. She expressed that people do not know that this is going on in our communities and that it is incumbent upon the Task Force to expose this.

Mr. Negri responded that the City of Charlotte most likely has more new arrivals coming in than Mecklenburg County does, whether documented or undocumented, and that whatever the county does is going to economically affect the city and its reputation. He advised the Task Force to make whatever recommendations it believes are best for the city.

Mr. Wazan asked about Nashville's Mayor who vetoed the English-Only initiative, and how the Task Force can inspire Charlotte's City Council and Mayor in the same way. Mr. Negri responded that despite the public and political pressure, the Mayor went on to serve two terms and then taught political science at an Ivy League school. He has since returned to Nashville and is a practicing attorney. If anything, his decision to veto the initiative ended up helping him instead of hurting him.

Mr. Wazan also asked who the groups were on the pro-English-Only side and similar groups that Charlotte may need to be aware of. Mr. Negri explained that there actually weren't many other groups that supported the English-Only initiative. The money that sponsored the bill came from a man named John Tanton in Virginia. The key to fighting it is education. Nashville for All of Us raised its own money and went out and campaigned to a variety of different organizations and communities. By making the community more informed, they were able to beat the bill.

Mr. White asked Mr. Negri to talk more about Nashville's ID acceptance initiatives. Mr. Negri explained that although nothing was done legislatively, nine out of ten times the police will let an individual go without a fine as long as they have some sort of ID, including a driver's license from another country. Again, the key was education, which led to a general acceptance of this policy.

Ms. Zimmern asked if Nashville for All of Us or Nashville's Metro Human Relations Commission has a set of talking points or key messages that anyone can access. Mr. Negri said he could put something together for the Task Force and that people can visit the Metro Human Relations Commission's website. His office also put together the website ESLMap.com, where organizations can post the details for their ESL classes (date, location, cost, etc.).

Mr. Nguyen commented that he believes Charlotte can be a sanctuary city – protecting its people regardless of their immigration status. He asserted that the issues presented by ID laws and 287(g) are at the crux of what the Task Force's charge is, and addressing immigrants' quality of life, public safety, transportation, and all the other issues really does depend on a person's immigration status.

Mr. Wazan expressed his concern over what he termed "passive hostility" and the polite but shallow conversations taking place with people who on the surface say they want to see change. Yet, in Nashville, 82% of the population said they were in favor of the English-Only initiative. His concern is how to identify what Charlotte is going to be dealing with. Mr. Negri suggested that the Task Force not only speak with new arrivals, but also those people who have been in Charlotte for decades and see what their feelings are about the new arrivals. He said that Nashville did not do this until they were fighting the ballot initiative, which started the educational process that continues today.

One other very important thing that remains to be done in Nashville is what Mr. Negri termed "hiring for tomorrow," and he suggested that Charlotte be thinking about this. By 2035, Nashville will be 40% Latino, with an additional 12-14% of the population from other immigrant populations. If the city is not hiring today – police officers, fire personnel, teachers, public works – for tomorrow, the city will not make it because it will not be reflective of the community.

5. Approval of Minutes

Ms. King reminded Mr. Latorre that the previous month's meeting minutes had not yet been approved. Mr. Latorre presented the March 27, 2014, meeting minutes to be voted on. Ms. Roberts moved to approve the minutes. Mr. Wazan seconded the motion. All voted in favor. The motion carried.

6. Reflection on Supporting Immigrant-Friendly Policies

The Task Force split into groups to discuss Mr. Negri's presentation and each group was asked to provide feedback on what generated the most discussion.

Group 1:

It hit home that Charlotte stalled in its immigrant integration progress. This happened right at the beginning of the recession, but now Charlotte is in a better position to begin looking at these issues again. The group also discussed how CMS started a Task Force with parents,

which went a long way to earn their trust. The group is interested in understanding how Nashville did this on a larger scale and was able to build that trust so that immigrants would speak out and share their stories. Lastly, the group discussed the importance of sharing the positive stories, which do exist, and not just negative stories.

Group 2:

The topic that generated the most interest was 287(g) and learning more about the “ripple effect” it has on families and the whole community, especially from an economic and perception of public safety standpoint. A couple of questions that developed out of the group’s discussion were:

- What is CMPD doing to build the trust of immigrant communities?
- Who is actually responsible for making changes to the 287(g) policy? Is it the Sheriff or is it the county?

Group 3:

The main topic discussed was the need for coalition-building to take place, and how this should be a continued process, even after the Task Force has finished its work. Mr. Negri commented that Nashville started the My City Academy, which originally started with new arrival immigrants groups, but anyone can join today. The program teaches citizens about government and how to get involved. Nashville’s Mayor also started a New Arrival Committee, which answers directly to him and brings him feedback from the immigrant community once a month.

Group 4:

The main topics discussed were 287(g) and the need for coalition-building, especially by getting the clergy involved. The other topic discussed was why, even with a supermajority in both the City Council and County Commission, policies and proposals don’t move forward.

7. Feedback and Closing

Before the meeting closed, it was announced that the next Task Force meeting was scheduled for May 22, 2014, from 2:00 to 4:00 p.m.

Mr. Latorre closed the meeting at 5:02.

Appendix A:
April 27, 2014, Immigrant Integration Task Force Meeting PowerPoint Presentation



CHARLOTTE
ECONOMIC DEVELOPMENT

Immigrant Integration Task Force

April 24, 2014

- Learning and Listening Phase
 - “Promising Practices” from peer cities and leading organizations
 - Community Listening Sessions in April, May and June
 - May meeting - see what needs to be tweaked the Listening Sessions & discuss Public Survey

Organizations Committed to Host	Largest Populations - Mecklenburg County:	Who's Missing?
<ul style="list-style-type: none"> • Action NC • Charlotte Chamber of Commerce • International House • Latin American Coalition 	<ul style="list-style-type: none"> • Latin America <ul style="list-style-type: none"> ○ Mexico ○ El Salvador ○ Honduras • Asia <ul style="list-style-type: none"> ○ India ○ Vietnam ○ China • Europe <ul style="list-style-type: none"> ○ United Kingdom ○ Germany • Africa <ul style="list-style-type: none"> ○ Nigeria ○ Liberia ○ Ethiopia 	

Format

- Setup
 - Room set up in groups around topics
 - Participants sit at topic group of their choosing
 - Each participant given sheet with our 3 questions
- Getting started – all participants
 - Host:
 - Welcomes participants
 - Reviews Task Force charges
 - Provides instructions for Session

- Small Groups
 - Discussion led by Task Force member or volunteer
 - Each participant shares responses to 3 questions (everyone in group answers 1st question before moving on to 2nd question, etc.)
 - Participants then answer same 3 questions as they relate to the group-specific topic; share responses in same manner
 - Each group agrees on **one** answer per question to share with entire audience; discussion leader records this
 - If time, entire process repeats with different topic chosen by group

Format (cont.)

- Wrap-up – all participants
 - Discussion leaders share group responses with audience
 - Host:
 - Thanks participants
 - Reminds them to leave answer sheets
 - Invites them to next Task Force meeting
 - Asks them to check website for updates and complete survey, when available
 - Discussion leaders collect worksheets and minutes

Format (cont.)

- After-Session Review
 - Task Force members and volunteers meet for short debrief
 - Discuss questions provided
 - Notes recorded by After-Session Review leader

Topics

- Financial Inclusion
- Education
- Civic Integration
- Public Safety
- Quality of Life
- Workforce/Business Development
- Transportation
- Medical Care

Task Force Member Commitments

- Recruit organizations to hold a Listening Session
- Invite people to attend Listening Sessions
- Facilitate topic discussion at Session(s)
- Lead the After-Session Review



Immigrant Contributions to Local Economies

Tom Negri

Interim Director, Metro Human Relations Commission
Founding Chairperson, Nashville for All of Us

Break into groups of six

- 3 minutes to individually answer the 2 questions on the sheet titled “Reflections on Today’s Presentation”
- 10 minutes to discuss your answers among your group
- Share what topic generated the most interest in each group

Please leave your feedback
for today's meeting on the table

Appendix B: Format for Community Listening Sessions

SETUP:

- Tables or circles of chairs will be set up with one topic identified on a placard or flipchart per group. If the session is only focusing on one topic, it may still be useful to have small groups for discussion.
- Every attendee will be given a sheet with three questions (see below) written on it and asked to answer these questions.
- Participants will be asked to sit at the topic group which is of most interest to them.
- Offer participants to leave contact info if they are interested in being updated about the Task Force.

PROCESS:

Getting started with the whole group – 5 minutes

- To start the session, a member of the Task Force or the Host Organization will provide an overview of the process for the listening session, which will include a review of the purpose and charges of Task Force and brief instructions. The speaker will then turn the session over to the small group discussion leaders until it is time for the wrap-up discussion.

Be sure to include the following in your introduction:

The Immigrant Integration Task Force is charged by Charlotte City Council with:

- Reviewing the recommendations by the Mayor’s Immigration Study Commission, published in 2007, in order to leverage previous research and conclusions;
- Researching and recommending policies—including those from other new immigrant gateway cities—that facilitate access to city services for all residents of Charlotte, including its immigrant populations, while addressing gaps in civic engagement;
- Preparing a report with recommendations to the Charlotte City Council that promote awareness among the public of the availability of existing programs and services facilitating immigrant integration;
- Seeking opportunities to better educate the overall Charlotte community on how embracing immigrant communities will help to move the city forward.

As the Task Force begins its work, we are eager to better understand the needs of immigrants living in Charlotte. We thank you for coming and welcome your input. We are eager to hear from you.

To capture as much information as possible in the time we have (1.5 hours), we would like for each of you to share with your small groups your responses to three questions – first on a general level and then about specific topics. Each attendee should have a sheet with these questions at their seat. To make sure everyone has time to speak, please keep your answers brief.

We want to begin with a broad look at the immigrant experience in Charlotte. We ask you to think about the following three questions:

- a. As an immigrant in Charlotte...
 - i. What is one thing that is being done well in Charlotte to help immigrants?
 - ii. What is one thing that could be improved upon in Charlotte to help immigrants?
 - iii. What is one critical need that is urgent and should be addressed in Charlotte to help immigrants?

In the small groups – 75 minutes

1. After giving participants 1-2 minutes to reflect, the discussion leader will introduce him/herself. This will be a Task Force member or volunteer with the Host Organization. Each group will have at least one Task Force member or volunteer present to keep the conversation on topic and take notes.
2. The discussion leader will invite each person in the group to share their response to the 1st question— What is one thing that is being doing well in Charlotte to help immigrants? The discussion leader will then invite each person to share their response to the 2nd question— What is one thing that could be improved upon in Charlotte to help immigrants? Then the 3rd question—What is one critical need that is urgent and should be addressed in Charlotte to help immigrants?
3. The discussion leader will ask the participants to think about these questions as they pertain to the topic assigned to that group. They will receive a sheet with the assigned topic and the following questions:
 - a. What is one thing that is being done well in Charlotte to help immigrants with (topic) ?
 - b. What is one thing that could be improved upon in Charlotte to help immigrants with (topic) ?
 - c. What is one critical need that is urgent and should be addressed in Charlotte to help immigrants with (topic) ?

The discussion leader will give participants 2 minutes to think about the questions.

4. The groups will discuss the topic for 20-30 minutes following the same process as above: Everyone answers first question, then everyone answers 2nd question, then everyone answers 3rd question.
5. In the last five minutes, each group will agree on **one** answer to each question. The discussion leader will write down these answers on a separate worksheet.
6. Depending on how much time is left, the group will repeat the whole process for one or two additional topics, which will be selected by that group.

Whole group wrap up – 10 minutes

1. Discussion leaders or volunteer scribes will share individual group answers with the entire audience.

2. A Task Force member will thank the participants for attending, remind them to leave their worksheets on the tables or their chairs to be collected and added to the final record, invite them to attend the next Task Force meeting, and ask them to visit the website for updates or to take the survey when it becomes available.
3. A Task Force member (or the leader of the organization hosting the session) must collect the worksheets and the minutes recorded and make sure they are returned to the Office of International Relations within two weeks of the session's completion.

After-Session Review

1. After the listening session is over, the Task Force members and volunteers will meet for a short debrief and answer the following questions:
 1. What did we expect to happen?
 2. What actually happened?
 3. What did we learn?
 4. What should we do differently next time?
2. The After-Session Review leader will record the notes about this discussion and bring them back to the Task Force.

**Appendix C:
Immigrant Integration Task Force
Member Commitments**

Name: «First_Name» «Last_Name»

Please check all that apply

Task Force Community Listening Sessions:

I commit to:

- Attending the April 27th Community Listening Session
 - Facilitating a discussion group at this session
 - Lead the After-Session Review
 - Inviting guests to this session
 - Please list potential guests:

- If my schedule allows, I will:
 - Attend the May/June Community Listening Sessions
 - Facilitate a discussion group at the May/June Community Listening Sessions
 - Invite guests to attend the May/June Community Listening Sessions

Partner Organization Community Listening Sessions:

I commit to:

- Contact an organization about hosting a Community Listening Session
 - Which organization(s) will you contact?

- Assist an organization in planning a Community Listening Session
- If my schedule allows, I will attend a Community Listening Session at:
 - The Charlotte Chamber of Commerce
 - International House
 - Action NC
 - Latin American Coalition
 - Other organizations, as they are scheduled