



# CITY AND COUNTY OF SAN FRANCISCO

## IMMIGRANT RIGHTS COMMISSION

**San Francisco Immigrant Rights Commission  
Full Commission Meeting  
IRC Annual Strategic Planning Retreat  
1155 Market Street, 4<sup>th</sup> Floor Conference Room  
March 11, 2024 at 5:00 pm PDT**

**Online:** <https://sfpublic.webex.com/sfpublic/j.php?MTID=mdcf717e6b8412d829431254e7784aa42>

**Phone:** 1-415-655-0001 / Access code: 2661 108 8284 / Password: 2024

**Overview:** Members of the Commission will attend this meeting in person. Members of the public are invited to observe the meeting in-person or remotely using Webex or by calling the phone number and entering the access code above. Everyone attending the meeting in person is encouraged to wear a mask throughout the meeting. Each member of the public attending in person may address the Commission for up to two minutes. Public speakers using consecutive interpretation assistance will be allowed to speak for twice the amount of the time.

### **1. Call to Order and Roll Call**

Chair Kennelly called the meeting to order at 5:35 p.m.

Present: Chair Kennelly, Vice Chair Chaudhary, Commissioners Abdou (left at 6:57 p.m.), Enssani, Paz, Qiu, Ricarte, Souza.

Not present: Commissioners Gaime (excused), Obregon (excused), Ruiz, Senghor (excused), Wang (excused).

OCEIA staff present: Director Rivas, Clerk Shore, Operations and Grants Administrator Chan, Policy and Civic Engagement Officer Noonan, Newcomer & Immigrant Services Specialist Sarabia, Language Services Supervisor Ruiz, Deputy Director Whipple.

### **2. Ramaytush Ohlone Land Acknowledgment**

We, the San Francisco Immigrant Rights Commission, acknowledge that we are on the unceded ancestral homeland of the Ramaytush Ohlone who are the original inhabitants of the San Francisco Peninsula. As the indigenous stewards of this land and in accordance with their traditions, the Ramaytush Ohlone have never ceded, lost nor forgotten their responsibilities as the caretakers of this place, as well as for all peoples who reside in their traditional territory. As guests, we recognize that we benefit from living and working on their traditional homeland. We wish to pay our respects by acknowledging the ancestors, elders and relatives of the Ramaytush Community and by affirming their sovereign rights as First Peoples.

Chair Kennelly read the land acknowledgment statement.

### **3. General Public Comment**

This item is to allow members of the public to address the Commission on matters that are within the subject matter jurisdiction of the Commission and that do not appear on today's agenda.

There was no public comment.

**4. Action Item: Approval of Previous Minutes**

*(Discussion/Action)*

**a. Approval of February 12, 2024 Full Commission Meeting Minutes**

Discussion and action to approve the minutes of the Immigrant Rights Commission's Full Commission meeting of February 12, 2024.

[IRC meeting minutes 2.12.24](#)

Chair Kennelly asked Commissioners for amendments to the minutes, and Commissioner Qiu asked that his name be added to reflect that he was present. Commissioner Enssani motioned to approve the minutes with this amendment, seconded by Vice Chair Chaudhary. Chair Kennelly asked for public comment, and there was no public comment on this item. The motion was approved by the eight Commissioners present.

**5. 2024 IRC Strategic Planning Retreat**

*(Information/Discussion/Action)*

**a. Opening Remarks (Chair Kennelly)**

*(Information)*

This item allows Chair Kennelly to provide brief opening remarks for today's strategic planning retreat.

Chair Kennelly welcomed Commissioners to the strategic planning retreat and provided opening remarks.

**b. Overview of Ethics Rules, Meeting Rules and Procedures, Role of Commission (Deputy City Attorney Alicia Cabrera)**

*(Information)*

This item allows Deputy City Attorney Alicia Cabrera to provide an overview of rules regarding ethics, conflict of interest, and political activities; meeting rules and procedures; and the role of the Commission.

Deputy City Attorney Cabrera presented an overview of ethics, meeting rules and

procedures, and the role of the Commission, and answered questions from Commissioners.

**c. Introduction to IRC Planning Discussion (Director Rivas)**  
*(Information)*

This item allows the OCEIA Director to present a brief overview of Commissioner roles and responsibilities, outline the process for today's discussion, and provide an overview of what actions the IRC can take as a Commission, including past examples from its 2024 Annual Report, which covers the Commission's work in calendar year 2023.

Director Rivas provided an overview of Commissioners' roles and responsibilities, the goals of the retreat, and the tools the Commission can use to take action.

**d. Approval of IRC Policy and Action Plan**  
*(Discussion/Action)*

This item allows the Chair and Vice Chair to present the results of the pre-retreat survey on Commissioners' top priorities for the upcoming year, and allows the OCEIA Director and Deputy Director to facilitate a discussion among Commissioners to identify specific activities they would like to accomplish under each top priority area, along with the anticipated timeline and lead Commissioners for each activity.

Vice Chair Chaudhary discussed the two key priorities for the year that Commissioners identified in their pre-retreat surveys: supporting newcomers and workforce development for immigrants. For each topic, Director Rivas asked Commissioners to identify a local outcome they would like to see and a specific action the Commission can accomplish. For newcomers, Commissioners discussed including newcomers in the letter the Commission is drafting to City leadership, writing a letter of inquiry to City departments regarding status and preparation for newcomers, understanding what the City is doing for immigrant youth, and organizing a hearing or other action on newcomer family housing. For workforce development, Commissioners discussed adding support for ITIN and LLC workshops to the letter the Commission is drafting, and following up with City departments after sending their recommendations. Director Rivas noted that two other ideas Commissioners discussed, holding a special hearing and supporting positive narratives related to immigrants, would need more discussion. Director Rivas summarized the proposed activities and identified a Commissioner to lead the effort for each.

The Commission did not vote on its action plan due to lack of quorum.

**6. Announcements**

*(Information)*

a. Director's Announcements

This item allows Director Rivas to make brief announcements on Commission activities.

This item was deferred.

b. 2024 Immigrant Leadership Awards (Director Rivas and Awards Committee Co-Chair Ricarte)

This item allows Director Rivas and Awards Committee Co-Chair Ricarte to make brief announcements about the 2024 Immigrant Leadership Awards.

Director Rivas reminded Commissioners to submit nominations to the Immigrant Leadership Awards.

c. Statement of Economic Interests (Director Rivas)

Commissioners' Statements of Economic Interests (Forms 700) are due by April 2, 2024 on NetFile.

This item was deferred.

**7. Adjournment**

Chair Kennelly adjourned the meeting at 8:23 p.m.