



The State of Washington  
**COMMISSION ON ASIAN PACIFIC AMERICAN AFFAIRS**  
*Improving the lives of Asian Pacific Americans*

**Commission on Asian Pacific American Affairs Special Board Meeting**

Tukwila Community Center  
12424 42nd Ave S, Tukwila, WA 98168  
May 6, 2017 10:00 a.m. to 4:00 p.m.

**Regular Business**

**CALL TO ORDER**

Special Meeting for the purposes of a board retreat was called to order at 10:15 AM.

**ROLL CALL**

Commissioners Present: Ty Tufono, Lisa Dickinson, Roslyn Leon Guerrero, Zer Vue, Mohan Gurung, Lori Wada, Tam Dinh, Nam Nguyen, Darren Pen, Ka`imi Sinclair

Commissioners Absent: Lynette Finau and Lakshmi Gaur

Staff: Executive Director, Michael Itti and Project Coordinator, Brianne Ramos

Facilitator: Dolly Nguyen

**APPROVAL OF AGENDA**

Motion was made at 10:20 AM by Commissioner Guerrero to approve the agenda and was seconded by Commissioner Pen. With no further changes, the agenda was unanimously approved.

**SHARE RULES**

Dolly Nguyen reviewed shared rules and asked for Commissioner feedback to ensure an open and robust discussion throughout the day.

**GROUP ACTIVITY**

Dolly Nguyen facilitated a group activity where Commissioners used tiles to move all Commissioners from one side of the room to the other. The activity utilized team building and creativity to achieve a goal. Commissioners debriefed after the activity and remarked about different communication styles and ability to adapt based as new information is learned.

**SETTING EXPECTATIONS: PHASE 1**

Dolly Nguyen facilitated a group discussion about the role and expectations of board members and how staff can support the work.

**BACK TO OUR ROOTS: INSPIRATIONS & MOTIVATIONS – PART 1 & 2**

Commissioners shared why they joined CAPAA, their inspirations, and what they hope to achieve.

**DEFINING ROLES: PHASE 2**

Dolly Nguyen facilitated an exercise where Commissioners and staff drew organizational charts of CAPAA and then split into groups to further refine the charts. Viewing the multiple charts showed that Commissioners had a common understanding of CAPAA's role.

### **GROUP ACTIVITY**

Dolly Nguyen facilitated a group activity that required coordination, communication, flexibility, and resilience. After the activity, Commissioners observed that the group activity was analogous to the challenges the Commission faces in addressing systemic barriers.

### **SYSTEMATIZING COMMUNICATION: PHASE 3**

Commissioners split up into small groups to brainstorm challenges the Commission faces as well as potential solutions.

### **CLOSING**

Dolly Nguyen summarized some initial take-aways from the retreat.

### **ADJOURNMENT**

The Special Meeting ended at 4:00 PM.

Minutes prepared by Michael Itti.