Executive Director’s Report

January 19, 2019

Prepared by Toshiko Grace Hasegawa

Board Meeting
The Olympia Center
222 Columbia St. NW, Olympia, WA 98501

Improving the well-being of Asian Pacific Americans by ensuring their access to participation in the fields of government, business, education, and other areas.
Executive Director’s Report  
January 19, 2019

Executive Director’s report to the Commission covering activities, progress, and updates from December 8, 2018 to January 19, 2019.

1. STAFF & COMMISSIONER ACTIVITY

**Staff activity:** In the last month, staff has attended events in King, Pierce and Thurston counties, related to celebrating the holiday season, preparing for APA Legislative Lobby Day, as well as demonstrating solidarity with immigrants, refugees, and victims of police violence. Many of the events attended were hosted or attended by CAPAA Commissioners. Meetings with community members and representatives of community-based organizations also took place to learn about their separate works, goals and challenges.

**Total Community Events:** APIC South Puget Sound, APIC Pierce County, APIC Pierce County (3), BECU (2), International Examiner (2), ACLF, EOGOAC, Northwest Tamu Gurung New Year Celebration, Oshogatsu with Consul General of Japan, Rally Against Deportation of Immigrants & Refugees, Rally in Support of FaletoGo Family & Samoan Community.

**Official Events:** Governor’s Reception Honoring Ethnic Commissions, Governor’s Holiday Party, Education Equity Policy Summit, Inauguration of Supreme Court Justice Steve Gonzalez, Inauguration of 2019 class of Washington State Senators, Governor’s State of the State Address & Reception.

**Commissioner Activity:** Commissioners will submit activity reports for the time period of December 8, 2018 – March 1, 2019, to be reported on by staff at the March 16 board meeting.

**CAPAA Events:** The Commission will next convene on Saturday, March 16, 2019 at 10:00 a.m. The meeting will take place at Everett Community College in Snohomish County.

March 16 – Board Meeting
10:00 a.m. – 2:00 p.m.
@ Everett Community College, Room TBD
2000 Tower St, Everett, WA 98201
Pending Approval

March 18 – Ethnic Commissions’ Reception: Welcoming POC Electeds
Evening – Exact time TBD
Governor’s Mansion

April 13 – Sapphire Anniversary Party: Celebrating 45 Years of Advocacy
Evening – exact time TBD
@ Eden Seattle
1950 1st Ave S, Seattle, WA 98134
Confirmed

June 8 – Board Meeting
10:00 a.m. – 2:00 p.m.
@ Kitsap Fil-Am Community Center
1240 Sheridan Rd, Bremerton, WA 98310
Confirmed
SEPTEMBER 21 – BOARD MEETING
10:00 a.m. – 2:00 p.m.
@ Vancouver Community Library
901 C Street, Vancouver, WA 98660
Confirmed

NOVEMBER 16 – ORIENTATION/YEAR-END CELEBRATION
10:00 a.m. – 2:00 p.m.
@ Keiro NW, King County
1601 E Yesler Way Seattle, WA 98122
Pending Approval

**Governor’s Leadership Academy Ruth Woo Fellowship:** The application for the Ruth Woo Fellowship launched Friday, January 11th. The application period is open through February 11th. The recruitment is online at CAPAA’s website.

**Communications:** CAPAA launched its first-ever video update, which generated increased traffic to our blast views and elicited positive feedback from legislators and community members. Three web designers/developers also made proposals for a project to update CAPAA’s official webpage: WA Tech, Greg Cohen (freelance) & Seferiana Day (freelance). CAPAA is currently assessing proposals and will compare them against project objectives. Budget staff and legal counsel will be consulted to ensure quality assurance of contracting.

2. **FINANCE**

The Governor’s current and new law budgets were released in December. The new law budget assumes that new taxes, such as a 9% capital gains tax, are imposed (Appendix I). The current law budget is the Governor’s proposal assuming that no new taxes are imposed (Appendix II).

The new law budget provides funding for the Civic Engagement Decision Package. It also provides funding for a general wage increase for the Director and Project Coordinator, and funding for other general operations (Consolidated Technology Services, Department of Enterprise Services Central Services, Office of Fiscal Management Central Services.) Detailed information about CAPAA’s budget is available online at the Governor’s Budget Website.

The main difference between the new law budget and the current law budget is that under the current law budget, CAPAA would not receive funding for the Civic Engagement Decision Package (DP). However, funding for both the Director Salary Increase and Lease Adjustments DPs would be funded. We will know whether or not the DP’s receive approval around April, when the operating budget is typically enacted.

Notable adjustments to the budget include approving a permanent increase for the Project Coordinator position at $50,000. Based upon CAPAA’s projections, CAPAA is on track to overspend its budget by $18,000 if the agency’s two FY19 Decision Packages (DPs) are not approved. If the DP’s are approved, CAPAA will be in good financial condition. Despite the projected overspend, CAPAA’s overall financial health is good. If needed, the agency can make discretionary cuts to the budget or delay projects (such as the website update and needs assessment) until FY20 (Appendix III).

Over the past few months, CAPAA’s expenditures under the following categories have been very low:

- EG Prof Dev & Training
- EH Rentals & Leases
3. LEGISLATION & ADVOCACY

The first week of legislative session, many of CAPAA’s legislative priority issues were introduced as legislation advanced through committees, including legislation relating to police accountability and pre-paid postage. Initiative 200 received the necessary signatures to qualify for the November Ballot, for which Governor Inslee came out in support. CAPAA testified before the House Public Safety Committee in support of HB 1064 as well the Senate Law & Justice Committee in support of SB 5027, relating to the implementation of I-940.

CAPAA advised the Governor to take a position on the Trump Administration’s attempt to make Vietnamese refugees eligible for deportation, impacting more than 8,000 people in Washington State and hundreds of thousands nationwide. CAPAA assisted in writing a statement on behalf of the Governor, which was read at a rally and march at Hing Hay Park in downtown Seattle. Commissioner Dinh, Commissioner Sam organized and participated in the rally and Executive Director Hasegawa made remarks.

In response to the outcry for expedited clemency hearings for immigrants and refugees, CAPAA met with Merf Ehman and Nick Allen of Columbia Legal Services to explore the feasibility of legislation to make individuals who receive a “Certificate of Rehabilitation” (CROP) eligible for a clemency hearing by the Governor, and to receive an expedited hearing if they can demonstrate an “exigent circumstance” such as imminent deportation. Their assessment is that legislation would be fairly straightforward and would have a much broader impact upon various groups of people, beyond immigrants and refugees alone, and mentioned that this issue would receive wide support from the broader legal community. Cynthia Delostrinos, Manager of the Administrative Offices of the Courts, opined that this approach could be a way to address the harm caused by mass incarceration, and help many people who committed non-violent crimes to “get their lives back,” and felt that there would be a tentative interest among the Minority Justice Commission and Justice Mary Yu in potential legislation. Tarra Simmons, Chair of the Governor’s Counsel on Re-Entry, expressed strong support. Upon floating the idea with CAPAA’s Policy Advisor RaShelle Davis, we were urged to draft a one-page summary outlining the proposed change and policy impact.

APA Legislative Lobby Day will take place Wednesday, January 23. Buses will arrive at 10:30 a.m. for a rally beginning at 10:45 on the North Steps at the Flag Lawn, where the Governor will make remarks to the group at 12:00 p.m. Community leaders will attend a meeting with Speaker Chopp from 12:20 – 12:50, followed by a meeting with the Governor from 1:00 -1:30. Community members will have the opportunity to attend the rally followed by visits to their elected State Representatives and Senators. Buses will depart at 2:30 p.m.
## APPENDIX I: Governor’s New Law Budget

**2019-21 Omnibus Operating Budget Maintenance Level**  
G40 New Law  
Comm on Asian Pacific Amer Affairs  
(Dollars in Thousands)

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<tr>
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<th>FTEs</th>
<th>GF-S</th>
<th>Other</th>
<th>Total</th>
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<tr>
<td>2019-21 Carryforward Level</td>
<td>2.0</td>
<td>503</td>
<td>26</td>
<td>529</td>
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</table>

**Maintenance Other Changes:**

1. Lease Adjustments < 20,000 sq. ft.
   - FTEs: 0.0  
   - GF-S: 50  
   - Other: 0  
   - Total: 50

Maintenance -- Other Total: 0.0  
- GF-S: 50  
- Other: 0  
- Total: 50

**Maintenance Comp Changes:**

2. Director Pay Raise
   - FTEs: 0.0  
   - GF-S: 10  
   - Other: 0  
   - Total: 10

3. Adjust PEB Rate for Use of Reserves
   - FTEs: 0.0  
   - GF-S: 2  
   - Other: 0  
   - Total: 2

Maintenance -- Comp Total: 0.0  
- GF-S: 12  
- Other: 0  
- Total: 12

**Maintenance Central Services Changes:**

4. Legal Services
   - FTEs: 0.0  
   - GF-S: 2  
   - Other: 0  
   - Total: 2

5. CTS Central Services
   - FTEs: 0.0  
   - GF-S: (1)  
   - Other: 0  
   - Total: (1)

6. DES Central Services
   - FTEs: 0.0  
   - GF-S: (5)  
   - Other: 0  
   - Total: (5)

Maintenance -- Central Svs Total: 0.0  
- GF-S: (4)  
- Other: 0  
- Total: (4)

Total Maintenance Changes: 0.0  
- GF-S: 58  
- Other: 0  
- Total: 58

2019-21 Maintenance Level: 2.0  
- GF-S: 561  
- Other: 26  
- Total: 587

Difference from 2017-19: 0.0  
- GF-S: 66  
- Other: 0  
- Total: 66

% Change from 2017-19: 0.0%  
- GF-S: 13.3%  
- Other: 0.0%  
- Total: 12.7%

### Comments:

1. **Lease Adjustments < 20,000 sq. ft.**  
   This funds the agency’s ongoing lease costs at the Capital Court building. (General Fund - Basic Account-State) (Ongoing)

2. **Director Pay Raise**  
   This will fund the agency’s merit-base pay increase that was granted to its Director. (General Fund - Basic Account-State) (Ongoing)

3. **Adjust PEB Rate for Use of Reserves**  
   Adjust employee PEB rate to reflect the full cost of the 2019-21 rates, which used plan surplus. (General Fund - Basic Account-State) (Custom)

4. **Legal Services**  
   Agency budgets are adjusted to reflect each agency’s anticipated share of legal service charges. (General Fund - Basic Account-State) (Custom)
### APPENDIX II: Governor’s Current Law Budget

**State of Washington**  
**Office of Financial Management**  
**Fund and FTE Detail by Fiscal Year**  

**Agency:** 087 - Comm on Asian Pacific Amer Affairs  
**Version:** G30 - G30 Current Law  
**Version Option:** Transportation and Omnibus  
**Dollars in Thousands**

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<th>Fiscal Year</th>
<th>Year 1 FTEs</th>
<th>Year 2 FTEs</th>
<th>Average FTEs</th>
<th>Fiscal Year 1 Funds</th>
<th>Fiscal Year 2 Funds</th>
<th>Total Funds</th>
<th>Percent Share of Requirement</th>
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**Current Biennial Fund Totals:**

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<th>Fiscal Year 2 Funds</th>
<th>Total Funds</th>
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**Carry Forward Level:**

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<th>Year 1 FTEs</th>
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<th>Average FTEs</th>
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**GLS Non Step General Wage Increase**

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<th>Average FTEs</th>
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<th>Fiscal Year 2 Funds</th>
<th>Total Funds</th>
<th>Percent Share of Requirement</th>
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**Total Carry Forward Level:**

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<th>Year 2 FTEs</th>
<th>Average FTEs</th>
<th>Fiscal Year 1 Funds</th>
<th>Fiscal Year 2 Funds</th>
<th>Total Funds</th>
<th>Percent Share of Requirement</th>
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<td>267</td>
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**% Change from Current Biennium**

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<th>Fund Description</th>
<th>Year 1 FTEs</th>
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<th>Average FTEs</th>
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<th>Fiscal Year 2 Funds</th>
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<td>503</td>
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### Fund and FTE Detail by Fiscal Year

**Agency: 087 - Comm on Asian Pacific Amer Affairs**  
**Version: G30 - G30 Current Law**  
**Version Option: Transportation and Omnibus**

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<th>Fiscal Year</th>
<th>Fiscal Year</th>
<th>Average Annual</th>
<th>Fiscal Year</th>
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<td>Year 1 FTEs</td>
<td>Year 2 FTEs</td>
<td>Year 1 Funds</td>
<td>Year 2 Funds</td>
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</table>

#### Maintenance Level

- **SL Lease Adjustments = 29,000 sq. ft.**
  - 001-1 General Fund - Basic Account-State: 25, 25, 50, 100
- **97E Legal Services**
  - 001-1 General Fund - Basic Account-State: 1, 1, 2, 100
- **913 CTS Central Services**
  - 001-1 General Fund - Basic Account-State: (1), 0, (1), 100
- **92K DES Central Services**
  - 001-1 General Fund - Basic Account-State: (2), (3), (5), 100
- **92 Record to Activity**
  - 001-1 General Fund - Basic Account-State: 0, 0, 0, 0
  - 489-1 Pension Funding Subsidization Account-State: 0, 0, 0, 0
- **M1 Director Pay Raise**
  - 001-1 General Fund - Basic Account-State: 5, 5, 10, 100

#### PEB Adjust FED Rate for Use of Reserves

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### Total Maintenance Level

- Total: 291, 296, 687

#### Policy Level

- **CLP Non-Rep General Wages Increase**
  - 001-1 General Fund - Basic Account-State: 5, 11, 16, 100

#### 2018-21 Total Proposed Budget

- Total: 294, 307, 601

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This fund the agency's ongoing lease costs at the Capital Court building.
Agency: 087 - Common Asian Pacific Amer Affairs
Version: G30 - G30 Current Law
Version Option: Transportation and Omnibus

92E Legal Services
Agency budgets are adjusted to reflect each agency's anticipated share of legal service charges.

93J CTS Central Services
Agency budgets are adjusted to reflect each agency's allocated share of charges from the Consolidated Technology Services Agency (CTS/A) for the Office of the Chief Information Officer, Office of Cyber Security, data network, security gateways, and geospatial imaging services.

93K DES Central Services
CFL Adjustment for DES Services

GLS Non-Sup General Wage Increases
Funding is provided for wage increases for non-supervisory employees who are not represented by a union or who are covered by a bargaining agreement that is not subject to financial feasibility determination. It is sufficient for a general wage increase of 3 percent, effective July 1, 2019, and a general wage increase of 3 percent, effective July 1, 2020. This item includes both general government and higher education workers.

M1 Director Pay Raise
This will fund the agency's merit-base pay increase that was granted to its Director.

PER Adjust PERH Rate for Use of Reserve
Adjust employee PERH rate to reflect the full cost of the 2018-21 rates, which used plant surplus.
APPENDIX III: CAPAA’s Financial Status December 2018

CAPAA
FY 2019 Projection

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**Expense**

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**Capitalization**

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**Total Dollars**

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**Projected Ending Balance, IFPs are approved:**

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<td>265,200</td>
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**Projected Net Income:**

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**Projected Ending Balance, IFPs are approved:**

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