

TOWN OF SILER CITY

The Siler City Immigrant Community Advisory Committee met on **Tuesday, November 30, 2021**, at 5:30pm in Multipurpose at the Wrenn Memorial Library.

ADVISORY COMMITTEE PRESENT: Hannia Benitez, Norma Hernandez, Victoria Navarro, Jisselle Perdomo, Carlos Simpson, Danubio Vazquez Rodriguez ,and Shirley Villatoro

TOWN STAFF PRESENT: Town Manager Roy Lynch and Town Clerk Jenifer Johnson

Town Manager Roy Lynch called the first meeting of the Immigrant Community Advisory Committee to order.

Lynch asked each of the Committee members to introduce themselves. Each Committee introduced themselves and shared a little about their life.

AGENDA ADJUSTMENTS/APPROVAL OF AGENDA

Lynch asked the Committee to approve the agenda presented.

A motion to approve the agenda as presented was made by Hannia Benitez, seconded by Danubio Vazquez Rodriguez, and unanimously approved.

REVIEW THE ESTABLISHED SCOPE AND LAWS

Town Clerk Jenifer Johnson review the established scope of the committee and state statues covering the Immigrant Community Advisory Committee is an advisory volunteer committee comprised of seven (7) seats, to be filled through appointment by the Siler City Board of Commissioners.

1. Committee members are appointed to serve one three-year staggered term and are eligible for a second three-year term if reappointed by the Siler City Board of Commissioners.
2. The inaugural Committee members will draw lots to stagger terms, where one-third of the inaugural membership shall serve a full three-year term, one-third of the inaugural membership shall serve a two-year term, and one-third of the inaugural membership shall serve a one-year term.
3. Committee members shall rotate off the Committee following the conclusion of their second term and must remain off of the Committee no less than one year prior to being eligible for reappointment to the Committee.

Johnson stated at its first meeting, the Committee shall organize by appointing Officers to include a Chairperson and Vice Chairperson and shall establish any procedural rules it deems necessary to transact orderly business.

1. The Chairperson shall be charged with calling and presiding over all meetings of the Committee, working with Town Staff to set the agenda for the same, and shall serve as the Chief Liaison of the Committee to Town Staff and Siler City Board of Commissioners.
2. In the absence of the Chairperson, The Vice Chairperson shall be charged with the duties of the Chairperson.

Johnson stated that the committee is a Public Body which means any elected or appointed authority, board, commission, committee, council, or other body of the State, or of one or more counties, cities, school administrative units, constituent institutions of The University of North Carolina, or other political subdivisions or public corporations in the State that (i) is composed of two or more members and (ii) exercises or is authorized to exercise a legislative, policy-making, quasi-judicial, administrative, or advisory function.

Prepared by Jenifer K Johnson, Town Clerk

than the next regular meeting of the Board of Commissioners following the subject Committee meeting that resulted in the third consecutive unexcused absence. Upon the receipt of this report, the Board may take action to remove the subject Committee member(s) and have the resulting vacancy filled.

DRAW LOTS FOR STAGGERED TERMS

Town Manager Roy Lynch and Town Clerk Jenifer Johnson stated that committee members are appointed to serve one three-year staggered term and are eligible for a second three-year term if reappointed by the Siler City Board of Commissioners.

Lynch stated at this inaugural Committee members will draw lots to stagger terms, where one-third of the inaugural membership shall serve a full three-year term, one-third of the inaugural membership shall serve a two-year term, and one-third of the inaugural membership shall serve a one-year term. Since there are seven members, 3 will serve 3 years, 2 will serve 2 years, and 2 will serve 1 year.

Johnsons stated that committee members shall rotate off the Committee following the conclusion of their second term and must remain off of the Committee no less than one year prior to being eligible for reappointment to the Committee.

The following terms were drawn:

Term Length	Term Expires	Committee Member
1 Year	6-30-2022	Danubio Vazquez Rodriguez
1 Year	6-30-2022	Shirley Villatoro
2 Year	6-30-2023	Norma Hernandez
2 Year	6-30-2023	Carlos Simpson
3 Year	6-30-2024	Hannia Benitez
3 Year	6-30-2024	Victoria Navarro
3 Year	6-30-2024	Jisselle Perdomo

ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

Town Manager Lynch stated that the Committee shall organize by appointing Officers to include a Chairperson and Vice Chairperson and shall establish any procedural rules it deems necessary to transact orderly business.

1. The Chairperson shall be charged with calling and presiding over all meetings of the Committee, working with Town Staff to set the agenda for the same, and shall serve as the Chief Liaison of the Committee to Town Staff and Siler City Board of Commissioners.
2. In the absence of the Chairperson, The Vice Chairperson shall be charged with the duties of the Chairperson.

Lynch asked if any members were willing to serve as Chairperson. Hannia Benitez, Norma Hernandez, and Carlos Simpson stated that they were willing to serve as Chairperson.

Committee members requested to vote by ballot for the three committee members that showed an interest in serving as Chairperson. The Town Clerk shared ballots and members voted with the following tally for Chairperson:

Chairperson Votes	Committee Member Voting
Hannia Benitez	Danubio Vazquez Rodriguez
Norma Hernandez	Shirley Villatoro

Carlos Simpson	Norma Hernandez
Carlos Simpson	Carlos Simpson
Hannia Benitez	Hannia Benitez
Hannia Benitez	Victoria Navarro
Hannia Benitez	Jisselle Perdomo

Lynch stated that Hannia Benitez received 4 votes and is now the Chairperson.

Lynch asked if any members were willing to serve as Vice-Chairperson. Norma Hernandez, Carlos Simpson, and Jisselle Perdomo stated that they were willing to serve as Vice-Chairperson.

Committee members requested to vote by ballot for the three committee members that showed an interest in serving as Chairperson. The Town Clerk shared ballots and members voted with the following tally for Chairperson:

Chairperson Votes	Committee Member Voting
Jisselle Perdomo	Hannia Benitez
Jisselle Perdomo	Shirley Villatoro
Norma Hernandez	Norma Hernandez
Carlos Simpson	Carlos Simpson
Norma Hernandez	Danubio Vazquez Rodriguez
Norma Hernandez	Victoria Navarro
Jisselle Perdomo	Jisselle Perdomo

Lynch stated that there was a tie between Jisselle Perdomo and Norma Hernandez. The committee members then voted between Jisselle Perdomo and Norma Hernandez with the following tally for Chairperson:

Chairperson Votes	Committee Member Voting
Jisselle Perdomo	Hannia Benitez
Jisselle Perdomo	Shirley Villatoro
Norma Hernandez	Norma Hernandez
Norma Hernandez	Carlos Simpson
Norma Hernandez	Danubio Vazquez Rodriguez
Norma Hernandez	Victoria Navarro
Jisselle Perdomo	Jisselle Perdomo

Lynch congratulated the new Chairperson Hannia Benitez and Vice-Chairperson Norma Hernandez and turned the meeting over to the Chair Benitez.

SET MEETING SCHEDULE

Chair Benitez asked the Town Manager to review the meeting schedule with the committee. Lynch stated that the Committee shall hold meetings regularly on such days and at such hours as may be fixed by the Committee and approved by the Siler City Board of Commissioners. The committee discussed the best day and times to hold the meeting. The consensus of the committee was to hold the meetings on the second Tuesday of each month at 6pm.

A motion to hold the Immigrant Community Advisory Committee meetings on the second Tuesday of the month at 6pm at the Wrenn Memorial Library was made by Hannia Benitez, seconded by Victoria Navarro, and unanimously approved.

NEXT STEPS

Chair Benitez asked Lynch to review the next steps.

Lynch The purpose of the Committee is to assist the Board of Commissioners:

1. Regarding the implementation of the Siler City Building Integrated Communities Action Plan (attached).
2. Serve as a bridge of communication between the Board of Commissioners and community members.
3. Provide strategies to promote the civic participation of residents.
4. To improve, support, and development relationships between the Board of Commissioners and community members.
5. To support, promote, and develop leaders who represent and advocate for the interest of immigrant community members.
6. Provide a forum for the discussion of issues concerning the immigrant community and bring concerns to the Board of Commissioners.

Lynch stated that the Committee shall make recommendations to the Siler City Board of Commissioners including the purposes of the activities undertaken by the Committee and present an initial priority overview to the Board of Commissioners. Such recommendations shall be presented to the Siler City Board of Commissioners within twelve (12) months of the organizational meeting of the Committee. Subsequent to its initial set of recommendations, the Committee shall make an annual report to the Siler City Board of Commissioners with any modifications to the Committee's priority overview.

COMMITTEE COMMENTS

Committee expressed the excitement to have the committee in place and looked forward to getting to work on the items. Chair Benitez asked that the committee start working on a calendar of local events and meetings they could attend.

ADJOURNMENT

With no further business the Immigrant Community Advisory Committee adjourned at 7:04pm.



Hannia Benitez, Chairperson

ATTEST:



Jenifer K. Johnson, Town Clerk

