**MAYOR’S ADVISORY COMMISSION ON CARIBBEAN COMMUNITY AFFAIRS (MACCCA)**

**Executive Office of Mayor Muriel Bowser**

**District of Columbia**

**1350 Pennsylvania Avenue, NW**

**Washington, DC 20004**

**DRAFT MONTHLY MEETING OF MACCCA**

**Tuesday, January 12, 2016**

**6:30 p.m. – 8:15 p.m.**

Location: Hearing Room, Suite 540 South

Office of Open Government

Board of Ethics and Government Accountability

One Judiciary Square, 441 4th Street, NW

Washington, DC 2000

MACCCA MEETING AGENDA

RECORDING: <http://www.bega-dc.gov/sites/default/files/documents/MACCCA_2016_01_12.mp3>

* Call to Order – Mike Yates, Chair
* Introduction of Commissioners
* Community Introductions - Charlotte Flournoy, EOM/MOCA liaison, will be joining Commission in monthly scheduled meetings and will provide support for MACCCA this year. Ms. Flournoy will forward Commission email guidance from MOCA on various issues which Commission requested clarification (i.e. directives, role and responsibilities, etc.)
* Chair Yates updated the Commission on his meeting with EOM/MOCA (Charon Hines, Steve Walker, Lindsey Parker) last Thursday to discuss key items:
* Mayor will fill the Vice Chair position, this is not up for vote by the Commission. Chair Yates submitted a name and the Mayor will make her selection in the next month or so. The Mayor wants diversity and would prefer a male and a female in Chair and Vice Chair roles
* One Commission seat is still open. The Mayor would like to see someone in the position who is Spanish-speaking
* Mayor will have her event for all Commissions in February – time/date/place TBD
* Charon Hines would like MACCCA to refrain from operating like an “office” and more like an advisory board. It is recommended MACCCA scale back. Three events max and maybe a couple of workshops - can add more contingent on timing and budget. Going for quality not quantity. Commission in FY15 hosted one event – Caribbean American Heritage Awards.
* No Treasurer position. MOCA will manage $85k budget - MACCCA will formulate a spending plan. MACCCA should track expenses, but will not handle any money for payments - receipts and vendor contracts will be submitted to MOCA. MACCCA total budget allocation is 85k ($10k for outreach/ $75k for Carnival).
* Secretary position – this was not voted on this meeting. MACCCA will revisit in its February meeting
* Commissioners Update
* Social Media construction - no time for discussion
* Meet and Greet – Saturday, Feb 27 @3pm. Venue TBD. Need to send “save the dates” ASAP
* Caribbean-American Heritage Month Awards - TBD
* DC Carnival – Mayor wants this to be executed summer 2016. MACCCA needs to have a meeting soon to focus on this main event. Open space (GA Ave) vs. fixed space (RFK??) Concerns about timing – “carnival” vs. street festival, securing entertainment. Commissioners Caruth, Toussaint, and Oliver will draft a work plan/proposal using actual costs needed for an event of that magnitude. Need to determine scale for carnival. What will $75K cover, and what partnerships, donations, etc. can offset costs. MACCCA will need to leverage resources and power of EOM/MOCA.
* Communication/ feedback from MACCCA to EOM/MOCA on challenges, gaps in Caribbean diaspora has not happened to date, but MACCCA is working to create these opportunities at planned community outreach events
* Bylaws – Commissioner Caruth recommended moving bylaws up in agenda and discussing reports after, especially since there have been major sticking points with the bylaws. Chair Yates cut the document from 10 to 5 pages. Commissioner Oliver had concerns with removal of “Governing Structure” and “Contracts” piece. Operating under “majority votes” is an important issue – necessary for checks and balances. Some Commissions are supported by offices, so they have the capacity to do more – MACCCA does not. Any issues not covered in bylaws is covered in the Mayor’s Administrative Issuance. Commission works through bylaws to come up with an agreeable, workable document. Ms. Flournoy agreed with – “the more protection the better.”
* Commissioner St. Vil wants further clarification on what the role of MACCCA is. MACCCA was operating under one assumption, however, Chair Yates’ recent meeting with EOM/MOCA shed light on scope and capacity moving forward – MACCCA will scale back its plans for FY16 and focus on EOM/MOCAs goals. MACCCA is only required to hold two meetings per year, but this Commission will hold monthly meetings to accomplish its goals. Commission St. Vil votes to table this discussion because the Commission is split on various issues concerning bylaws and operating structure
* Commissioner St. Vil spoke to Commission on STAR (stewardship, transparency, accountability, respect)
* Commissioner Angus recommended that in subsequent meetings with Chair and EOM/MOCA, that someone join the Chair in discussions to represent the interests of MACCCA – it was recommended that Ms. Flournoy attend these meetings with the Chair. MACCCA would like to send a message to EOM/MOCA that clarity and guidance is needed for MACCCA to move forward in its official capacity.
* Amendment to Mayor’s Order to add Bermuda to list of Caribbean countries
* Ms. Flournoy informed Commission that MOCA toolkits were available to us. She requested volunteers for two of the Mayor’s initiatives:
* Volunteers for snow team to assist elderly and those with special needs (neighborhood effort to spread good will throughout communities; and
* Signing pledge for to end homelessness, which the Commission has done previously.

MACCCA will support the Mayor’s initiatives by promoting them on its social media sites.