Present: Liban Abdi, Lori Fothergill, Monique Hoeflaak, Ismail Ibrahim, Sipiwe Mapfumo, Rick Gwozdowski, Samia Qadims, Samer Salman, Jeswinder Singh

Also Present: Aurelia Tokaci, SISO
Maxine Carter, Access and Equity Coordinator, City of Hamilton

Regrets: Jahan Zeb, Judy Lee, Elham Agok, David Hosten, Carol Ann Fernandes, Rabelani Makwarela, Minh Ly Trinh

1. DECLARATIONS OF INTEREST
None declared.

2. WELCOME AND INTRODUCTIONS
Committee members were welcomed by Chair L. Abdi and members introduced themselves.

3. APPROVAL OF THE AGENDA
Agenda approved with the addition of the approval of the Terms of Reference.

4. APPROVAL OF MEETING MINUTES:
(R. Gwozdowski / S. Salman)
That the November 8, 2007 minutes of the Immigrant & Refugee Advisory Committee be approved as circulated. CARRIED.

5. BUSINESS ITEMS

5.1 Review of Work Plan & Priorities Setting
Committee would like to see item 1. of the Terms of Reference as a standing item on the agenda. It states, “To review and comment on pertinent reports, proposed legislation and studies which affect immigrants and refugees.”

Review and updating of workplan.

Committee would like to have a report back on the progress and work to date on the situation of immigrants & refugees in Hamilton. The report should include a summary of
those immigrants who are skilled, professional, employed, unemployed and under-employed workers. M. Carter will do a search for such documentation. Committee also requested an outline of the achievement of the previous committee; and an update including any reports on the Immigration Strategy?

A. Tokaci has prepared a report on behalf of SISO and presented it to the Chamber of Commerce. She will share this report with committee members.

M. Carter to gather all City of Hamilton departmental documentation that have goals and objects outlined on issues related to immigrants & refugees, including current & future plans.

The committee discussion resulted in these two strategy areas being put forward as priorities however the committee will review the documents that they requested above before finalizing the workplan for the term.

<table>
<thead>
<tr>
<th>Strategy Area</th>
<th>What</th>
<th>Who</th>
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| Employment    | i) Educate & Advise | City of Hamilton:  
- HR Strategies  
- Economic Development Strategy  
Hiring Practices regarding new immigrants of COH. |
|               | ii) Education | - brochures  
- mail to new immigrants and refugees  
- information sessions  
- send to City Council, FCM and Chamber of Commerce to support  
Canada – Ontario Immigration Agreement |
| Collaborations | • Review and provide comment on Hamilton’s high poverty rate, high unemployment  
• Prepare documents that outline the benefits of immigration to Hamilton. | - legal clinics  
- poverty roundtable  
- agencies |

*For the discussion at the February meeting, members are expected to share two ideas of which they feel are a priority that will be discussed as part of the development of the workplan.*

5.2 Community Councils Task Force  
This item deferred to February 2008 meeting.
5.3 Equity & Inclusion Policy Update
The consultants that will be working on the development of the Equity Policy are DiversityTrainers Plus. The Immigrant & Refugee Advisory Committee has been identified as one of the stakeholders along with the other Access & Equity supported committees. M. Carter will provide more information at the February meeting.

6. CORRESPONDENCE / CURRENT AFFAIRS

6.1 The Immigrant & Refugee Advisory Committee has been requested to participate on the Immigration Strategy Team. M. Carter will notify the Strategy Team once Committee has selected a member to attend this meeting as their representative.

7. NEW BUSINESS

7.1 Approval of Revised Terms of Reference

(M. Hoeflaak/R. Gwozdowski)
That the Terms of Reference of the Immigrant & Refugee Advisory Committee be approved with the noted changes. CARRIED.

7.2 Meeting Evaluation
- attendance needs to be better so that work can move ahead faster (i.e. work plan)
- meeting was a little slow – we get off track – try to stick to agenda – everyone needs to have a say
- apologies for missing first few meetings. This is a strong committee. 40 meetings in 4 years – 150 hours is not a lot. Try to prioritize so that we have an impact in 4 years.
- kept updated by email.
- please RSVP so that we know if we have quorum
- get minutes earlier
- would like to prioritize work plan
- progress of past committee in a report for next meeting

7.3 Chair of Police Services Board – Request
Everyone was asked …
Next meeting

8. ADJOURNMENT
The meeting adjourned at 8:30 p.m.