

**Newcomers' Collaborative**  
 Multicultural Celebration Event Planning Meeting  
 August 8, 2017 / 10:30 a.m. to 12:00 a.m.  
 Little House 131 Avocado Ave. El Cajon, CA 92020

<b>Agenda Items</b>	<b>Action</b>
<p><b>I. Welcome and Introductions</b>, participants included:            Carol Lewis--ECC, Jesus Pacheco—EJE Academies, Ingrid Lopez—EJE Academies, Sarah Tominna—Grossmont Adult School, Jennifer Navala—HHS East, Abdi Abdillahi—HHS CAP, Susanne Ball—SDYS, Dilkhwaz Ahmed—License to Freedom, Afra Abdulkader—Vista Hill CALWorks, Lorraine Gonzalez—CASA STAAND</p>	
<p><b>II. Date and Time of Event</b>—Saturday, November 4, 2017 11:00 a.m. to 3:00 p.m.</p>	<p>Carol will email out the date and time to the group.</p>
<p><b>III. Logistics.</b> EJE Academies has graciously accepted to be the venue. Although the school isn't central to El Cajon, they have over 700 students and transportation can be looked at in advance.</p>	
<p><b>IV. Expenses and Budget.</b></p> <ul style="list-style-type: none"> <li>• <b>Sponsorships</b>—The entire Newcomers' Collaborative will be responsible for soliciting sponsors and donors for this event. Carol will send out donation letters for the group to use when soliciting donations and sponsorships.</li> <li>• <b>Food</b>—it was agreed that we shouldn't serve a full lunch, but have samples of multicultural foods in a few locations. The food should only be served between 12 and 2 or until it is gone. George Ibarra is the contact person.</li> <li>• <b>Prizes</b>—the group thought that it would be nice to do a few prize drawings throughout the day. License to Freedom will help donate prizes and gift cards. Items will also be requested by the vendor/resource tables and collaborative agencies. Dilkhwaz Ahmed is the contact person.</li> <li>• <b>In-Kind Printing &amp; Advertising</b>—Save the Dates, Posters, Programs and "Passports" will be designed by Jennifer Navala and Carol Lewis, who will send them out to the group for approval. A multicultural photo is being taken at EJE Academies for the front of the promotional materials. Printing will be in-kind by HHS. Jennifer Navala is the contact person.</li> </ul>	

<p><b>V. Event</b></p> <ul style="list-style-type: none"> <li>• <b>Workshops or Speakers</b>—rather than have workshops in classrooms this time, and to encourage family participation, resource agencies will have the opportunity to promote their program for 5 minutes on the stage and encourage people to come to their table. There will classrooms available for application assistance for Medi-Cal/CalFRESH. There will be 3- 5 minute speakers each half-hour with 15 minutes of entertainment to follow.</li> <li>• <b>Resource Tables</b>—Vendor registration forms were shared at the committee meeting and will be distributed to all of the Newcomers’ Collaborative partners. Resources should be available in East Co. Lorraine Gonzalez and Abdi are the contact people for now.</li> <li>• <b>Multicultural Entertainment</b>—The group thought that a DJ would be a good idea to provide the equipment needed, but to also help move the event along and make announcements. We will check with Eric Lund with the EC Chamber. Entertainment can be on the stage in the auditorium as well as outdoors in the lunch area. The entertainment should come from East County. Jesus Pacheco and Ingrid Lopez will be the contact people.</li> <li>• <b>Food</b>-- Should be commercial for permitting and multicultural. Restaurants will be contacted. See above on Item 1. George Ibarra is the contact person.</li> <li>• <b>Children’s Activities</b>—Some ideas were Wandering Puppets, Urban Beats, YALLA, Melody for Peace, games at the resource tables, BRIDGE, and others. Habitat for Humanity offered to have building stations for desks &amp; chairs to be donated to children. Sarah Tominna and Susanne Ball are the contact people. Another idea is “Things that You Brought With You.”</li> </ul>	
<p><b>VI. Event Committee Chairs</b></p> <ul style="list-style-type: none"> <li>• Sponsors: Newcomers’ Collaborative Partners</li> <li>• Logistics/Facilities: Jesus Pacheco</li> <li>• Set-Up and Clean-Up: TBD</li> <li>• Entertainment: Jesus Pacheco and Ingrid Lopez</li> <li>• Food: George Ibarra and Jennifer Navala</li> <li>• Resource Tables: Lorraine Gonzalez and Abdi Abdillahi</li> <li>• Media/Promotions: Carol Lewis and Jennifer Navala</li> </ul>	
<p><b>VII. Agency Announcements</b></p> <ul style="list-style-type: none"> <li>• Abdi Abdillahi gave a report on refugees this past month and what to expect in the next few months. Very few refugees will be entering the country, but there will continue to be SIVs from Iraq and Afghanistan.</li> </ul>	
<p><b>VIII. Member Contacts</b></p> <ul style="list-style-type: none"> <li>• Carol Lewis-- <a href="mailto:carol.lewis@elcajoncollaborative.org">carol.lewis@elcajoncollaborative.org</a></li> <li>• Al Lejarde-- <a href="mailto:all@sdhfh.org">all@sdhfh.org</a></li> </ul>	

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***NEXT COMMITTEE MEETING: TBA***