



Asian Affairs Commission

Regular Meeting | May 6, 2025 | 12:00 – 1:00 pm

City Hall at One Technology Center | Room 411

Meeting Minutes

Commissioners Present: Meg Chang, Sarah Gilpin, Masood Kasim, Athan Lau, Cecilia Nguyen, Bee Paredes, Parisa Pilehvar, Anna Thao, Vivian Wang, Yi Zhang

Commissioners Absent: Ha Huynh, Hieu Lê

I. Call to Order and Introductions

- a. Chairwoman Gilpin called the meeting to order at 12:02 pm.

II. Approval of Meeting Minutes

- a. Commissioner Paredes noted a typo in the minutes.
- b. Chairwoman Gilpin made a motion to approve April meeting minutes with one edit.
 - i. Commissioner Kasim seconded.
 1. Aye: 9, Nay: 0
 - a. Commissioner Chang was not yet present in the meeting.
 - ii. Motion carried, April meeting minutes approved.

III. Chair / Vice Chair Report

- a. Chairwoman Gilpin shared she would like to have a commission retreat in July with a social dinner after. Possible meeting location is the Williams tower.
 - i. Lexi will send a poll to determine the best time for everyone.
- b. Chairwoman Gilpin thanked those who attended the proclamation for AAPI Heritage Month and thanked the Department of Resilience and Equity for their support. Deputy Mayor Reyes delivered the proclamation.
- c. Chairwoman Gilpin updated the commission on vacancies. There has been movement on the policy/immigration law and at large seats, both are currently with City Council. Still need to fill the Burmese seat, so Chairwoman Gilpin encouraged commissioners to reach out through their networks.
- d. Vice Chair Pilehvar Presents the Slate of 2025 – 2026 Committee Chairs
 - i. Proposed Slate:
 1. Cultural Event: Commissioner Lau
 2. Data and Research: Vice Chair Pilehvar
 3. Workforce and Education: Commissioner Kasim
 4. Cultural Hubs and Community Advocacy: Commissioner Nguyen
 - ii. Commission Discussion:
 1. Commissioner Nguyen noted she will meet with Commissioner Lau to transition the Culture Committee.



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2. Athan voiced support for the slate of chairs, looking forward to working with the team. Noted the importance of sustainability for the Cultural Event Committee.
 - a. Chairwoman Gilpin agreed the chair will spearhead the vision and the continuation of that is important.
 - b. Commissioner Paredes noted the role of the community will evolve over time.
- iii. Voting on this proposed slate will happen in the June meeting. It will be important to have a quorum present.

IV. Review and Vote: Bylaws Amendment

- a. Voting to amend the bylaws to add a standing committee: Cultural Event Committee.
- b. Chairwoman Gilpin read the description for the Cultural Event Committee.
- c. Chairwoman Gilpin entertained a motion to approve the bylaws amendment.
 - i. Vice Chair Pilehvar made a motion, Commissioner Kasim seconded.
 1. Aye: 10, Nay: 0
 - ii. Motion carried, bylaws amendment approved.
- d. Commissioner Chang asked a clarifying question about the volume of cultural events AAC is planning. Chairwoman Gilpin shared that the Cultural Event Committee will plan one annual event that is hosted by the City of Tulsa, while the Cultural Hubs and Community Advocacy Committee will coordinate ACC presence at other community events.
 - i. Chairwoman Gilpin noted that we need a clear strategy moving forward to determine community engagement capacity.

V. Committee Reports

- a. Cultural Hubs and Community Advocacy
 - i. Commissioner Lau wished everyone a Happy AAPI Heritage Month.
 - ii. Upcoming Events:
 1. Asian Woman Empowerment Event: Saturday, May 10 at Hannah Hall
 2. AAPI Night Market (APIDA Tulsa and Tulsa Global District): Friday, May 16 from 5 – 9 pm at Hannah Hall
 - a. AAC will have a table at this event
 - iii. Commissioner Kasim shared about a cultural celebration he attended at Booker T. Washington High School. Also reflected on the two City of Tulsa Community Conversations he has attended.
- b. Workforce and Education
 - i. Commissioner Kasim shouted out committee member Nancy who is planning the Asian Woman Empowerment Event.
 - ii. The committee is making progress with the AAC Awards, finalizing the nomination form and sending out this month. Nominations will be open May 15 – August 30. Will send the commission the event timeline and proposed award ceremony date to check the Mayor's schedule.
- c. Data and Research



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- i. Vice Chair Pilehvar shared that the committee has secured a meeting with 211 of Eastern Oklahoma and Tulsa Area United Way in June to discuss how to educate Asian community on resources available through 211.
 1. Need to operationalize census data to ensure representation and inclusion of Asian communities.
 2. Will work to tailor marketing to ensure it is culturally responsive.
 3. Will have a pre-meeting with the committee to discuss strategy and have streamlined messaging.
- ii. Continuing to pilot resource conversations, considering a model where a panel of committee members meet with individuals rather than one on ones.
 1. Commissioner Chang reflected on how much she has learned by serving on the committee.

VI. Old Business – no old business

VII. New Business

- a. Chairwoman Gilpin shared that there is an opportunity to submit the 2025 Lunar New Year Festival for a Public Relations Society of America (PRSA) Tulsa award.
- b. Williams has approved sponsorship for 2026 Asian Cultural Event. If you have connections with businesses that may be interested in sponsoring, please reach out.
- c. Vice Chair Pilehvar raised a question about scheduling speakers in advance in alignment with AAC goals.
 - i. Chairwoman Gilpin noted she'd like to have Mayor Nichols speak at a future meeting and Commissioner Kasim noted Chief Larsen would be a great speaker.
- d. Vice Chair Pilehvar reflected on the Chair and Vice Chair meeting with new City Counselors that took place a few weeks prior. There is a need for two-way communication. Will keep a closer eye on agendas and meeting minutes and will report in future AAC meetings.
- e. Commissioner Nguyen: Organization of Chinese Associates provides scholarships. Opportunity to learn from them as AAC looks to develop their own scholarship.

VIII. Announcements / Public Comments

- a. Free youth mental health first aid training on May 28 and 29, 12 – 4 pm virtually. Reach out to Commissioner Nguyen if you are interested.
- b. Lexi shared an opportunity for commissioners to visit Dove Science Academy and talk to students about AAPI Heritage Month. Commissioners Kasim and Zhang volunteered, Lexi will follow up with them.
- c. Public Comments
 - i. Kyra shared Tulsa Changemakers Pitch Nights are this week.

IX. Adjournment

- a. Chairwoman Gilpin adjourned the meeting at 12:51 pm.