



CMEAA
COMMISSION ON MIDDLE EASTERN
AMERICAN AFFAIRS
M I C H I G A N

Meeting Minutes

December 8, 2021 | Noon EST
3601 15 Mile Rd, Sterling Heights, MI 48310

ATTENDANCE:

Commissioners Present:

Suzanne Sukkar, Chair
John Daoud- 2nd Vice Chair
Lina Hourani-Harajli- Treasurer (virtual attendance)
Manal Saab
Fay Beydoun
Nadine Kalasho
Jaleelah Ahmed

Adel Mozip
Susan Dabaja
Nabeleh Ghareeb (arrived at 12:30)
Martin Manna
Dave Abdallah
Amal Berry

Officials and Staff: Assistant AG, Civil Rights Office, Tonya Jeter; Executive Director, Office of Global Michigan, Poppy Hernandez; Director, New American Integration, Karen Phillippi; Administrator, CMEAA, Alexander Sahouri

I. CALL TO ORDER

The meeting was called to order by Chair Sukkar at 12:16 PM ET declaring quorum of the Commission. Chair Sukkar thanked the Chaldean Community foundation for hosting the Commission. Under the advisement of Commission counsel Tonya Jeter, Chair Sukkar recognized Treasurer Lina Harajli to notify the Commission for the record that she joined virtually from Dearborn, MI with medical exemption from attending in person. Before approval of the agenda, Chair Sukkar clarified that due to her vacating the Secretary role on the Commission to assume the Chair, that there would need to be an interim-Secretary nominated on the floor and voted on to assume the position until the election of officers later in the meeting. The interim-Secretary would be responsible for introducing and signing the September meeting minutes upon approval by the Commission and would work with Alexander and counsel Jeter to conduct officer elections. Commissioner Kalasho volunteered.

On Motion made by Commissioner Saab, and Seconded by Commissioner Dabaja, the Commission voted to name Commissioner Kalasho as interim-Secretary. *Motion carries unanimously.*

Chair Sukkar declared she would entertain a motion to adopt the agenda:

II. APPROVAL OF AGENDA

On Motion made by Commissioner Dabaja and seconded by Commissioner Mozip, the Commission approved the meeting agenda of December, 8th as presented. *Motion carries unanimously*

Chair Sukkar recognized interim-Secretary Kalasho to introduce the September meeting minutes for approval:

III. APPROVAL OF MEETING MINUTES

On Motion made by Vice Chair Daoud and seconded by Commissioner Saab, the Commission approved the meeting minutes of September, 21st as presented. *Motion carries unanimously.*

Chair Sukkar recognizes Treasurer Hourani-Harajli for the Treasurer's Report:

IV. TREASURER'S REPORT

Treasurer Hourani-Harajli presented the FY22 Spending Plan and the FY21 Year End Budget to Actual. She informed the Commission that our budget is for the same amount of \$125,000, that there has been no increase to our budget. Treasurer Hourani-Harajli also noted that the FY22 spend plan reflects what the Commission discussed in previous meetings.

What followed was a short discussion involving many on the Commission on how we might work to get the Commission's budget increased; major themes included collaboration with the other ethnic Commissions and emphasis on Commission staff advancing the priorities of the Commission.

On Motion made by Commissioner Abdallah and Seconded by Vice Chair Daoud, the Commission approved the Treasurer's report as presented for FY22 Spending Plan and FY21 Year End Budget to Actual. *Motion carries unanimously.*

Chair Sukkar introduced Executive Director of the Office of Global Michigan and Chief Equity and Inclusion Officer Poppy Hernandez for the LEO update:

V. LEO/OGM UPDATE

Executive Director Hernandez began by expressing the opportunity the ethnic Commissions represent for driving equity and inclusion across the state of Michigan. She cited the high level of expertise, regional representation and diversity across the ethnic Commissions.

Executive Director Hernandez reaffirmed the sentiments discussed during the budget report that collaboration and strategic alignment with the other ethnic Commissions is paramount to getting

more funding for the Commission and achieving the Commissions priorities more broadly. It is OGM's goal to align the operations of the ethnic Commissions while respecting the unique priorities particular to each Commission. Executive Director Hernandez notified the Commission that every meeting will be attended by Director Phillippi and/or herself to give updates from LEO, OGM, and other relevant departments/offices.

Executive Director Hernandez reported on how OGM's MI Talent Solutions Program lead by Annie Fenton has been working with the Michigan Collage Access Network to support access to the MI ECHO scholarship program serving undercommented students. Also, OGM is in the process of a budget increase to develop language access plan for every State department and was awarded a grant to help MITS reduce barriers in licensing. The Office of Refugee services also received a DHHS grant on improving vaccination rates in ethnic communities.

Executive Director Hernandez reported to the commission that as has been reported to the Commission the past, the number of Afghan arrivals committed to coming to Michigan continues to change, and that the latest figure is 16,000. Commissioner Abdallah expressed his concern having heard that some of the children arriving are without their parents; Executive Director Hernandez confirmed that this was the case, for most of these cases the children are temporarily placed in foster care while settlement services work to connect them with extended family already living in the United States.

Circling back to the opportunity for clearer strategic alignment across the ethnic Commissions, Executive Director Hernandez wants to focus on three "strategic buckets:" operations, community engagement, and executive/legislative advocacy. Please refer to the brief attached on the "strategic buckets."

Lastly, Executive Director Hernandez thanked the Commission for its work on the Protect Michigan Commission.

Chair Sukkar recognized Fay Beydoun to give the MEDC focus-group report who then recognized Director Phillippi to give the report.

VI. MEDC FOCUS GROUP REPORT

Director Phillippi informed the Commission on how we have been having conversations with the MEDC on the impacts of COVID-19 on minority and immigrant/refugee owned businesses. MEDC wanted to understand how the Commission's networks support diverse business ownership, what the barriers were for diverse ownership of businesses, what were the gaps in support for minority owned businesses, and what opportunities does the MEDC to develop relationships with these stakeholder networks.

Director Phillippi commended the honesty and straight forward nature of Commissioners Beydoun and Manna contributions to the focus group; notably that the MEDC needs to build trust in the community

Chair Sukkar recognized Alexander to give the Administrative Report.

VII. ADMINISTRATORS REPORT

Attached is the Administrator's Report along with a copy of the letters sent in recognition of the mayoral election victories.

VIII. ELECTION OF OFFICERS

Chair Sukkar notified the Commission on the election procedure (see attached procedure document and ballot copy) and ballots were distributed by interim-Secretary Kalasho. Under the advisement of counsel Jeter, Alexander informed the Commission that Treasurer Hourani-Harajli would be texting her votes to him to be recorded by proxy. Chair Sukkar then recognized counsel Jeter to conduct the election.

A. Nominations

First Vice Chair:

- Commissioner Manna declines the nomination
- Commissioner Dabaja accepts the nomination
- Commissioner Mozip declines the nomination

Second Vice Chair:

- Commissioner Manna declines the nomination
- Second Vice Chair Daoud accepts the nomination
- Commissioner Mozip accepts the nomination
- Commissioner Ghareeb accepts the nomination

Secretary:

- Second Vice Chair Daoud declines the nomination
- Commissioner Dabaja declines the nomination
- Commissioner Beydoun declines the nomination
- Commissioner Berry accepts the nomination

Treasurer:

- Treasurer Hourani-Harajli accepts the nomination

Trustee:

- Commissioner Beydoun accepts the nomination
- Commissioner Ghareeb declines the nomination
- Commissioner Dabaja declines the nomination

On Motion made by Commissioner Ghareeb and Seconded by Commissioner Dabaja, the Commission approved to hold an election for the following offices: First Vice President, Second Vice President, Secretary, Treasurer, and Trustee by ballot. *Motion carries unanimously*

B. Vote Tally

First Vice Chair: *The majority of the Commission voted in favor of Commissioner Dabaja*

Second Vice Chair: *The majority of the Commission voted in favor of Commissioner Mozip*

Secretary: *The majority of the Commission voted in favor of Commissioner Berry*

Treasurer: *The majority of the Commission voted in favor of Treasurer Hourani-Harajli*

Trustee: *The majority of the Commission voted in favor of Commissioner Beydoun*

Due to time constraints, the Commission didn't have time for our strategic session; Chair Sukkar, Executive Director Hernandez and Alexander briefly explained the framework we would like to work under as we meet in small groups to develop our strategic priorities.

IX. PROPOSE NEW MEETING DATES

On Motion made by Vice Chair Dabaja and Seconded by Commissioner Daoud, the Commission approved to hold meetings on the first Wednesday the months of March, June, September and December at Noon. Motion carries unanimously

X. OLD BUSINESS

None.

XI. NEW BUSINESS

Commissioner Saab briefed the Commission on the situation for Lebanese Students in Michigan and the efforts to extend Temporary Protected Status to Lebanese Students who would like to continue their education in the State of Michigan.

XII. COMMENTS FROM THE PUBLIC

Ahmad Alkaabi and Soujoud Hamade thanked the Commission for their service to the Middle Eastern American community and commended the operation of the meeting.

XIII. ADJOURNMENT

Meeting adjourned at 2:09

X

Nabeleh Ghareeb

~~Amal M. Berry~~ Nabeleh Ghareeb
Secretary -Interim

X

Suzanne Sukkar

Suzanne K. Sukkar
Chair

Ethnic Commissions- Commission of Middle Eastern Affairs (36660)

FY21 Year End Budget to Actual

| Available Funds: | | |
|------------------|----------------------|----------------|
| | Carry In | - |
| | New | 125,000 |
| | Admin - Total | 125,000 |

| | | |
|------------------------------|--------|---------|
| % of Year Elapsed | | 100% |
| Projections Based On: | | |
| | 12 Mth | Payroll |
| Remaining | - | - |
| Completed | 12 | 26 |

| | | FY21 Spending Plan | | | Actual Expenditures YTD Thru | | | Balance/Projections | | |
|---------------------------------------|---------------|--------------------|----------|----------------|------------------------------|--------------|----------------|---------------------|-------------------------|-------------|
| | | | | | FY21 Year End | | | | | |
| Categories | FY20 ACT YTD | Plan | Adj | Adjusted Plan | Expenses | Encumbrances | Total Expenses | Current Balance | Projected Balance/Lapse | % of Budget |
| Salaries & Benefits | - | | | | | | - | 0 | 0 | 0% |
| Office Operations | 21 | 395 | | 395 | 68 | | 68 | 327 | 327 | 17% |
| Travel | - | 388 | | 388 | | | - | 388 | 388 | 0% |
| Training | - | - | | - | | | - | 0 | 0 | 0% |
| Advertising | - | - | | - | | | - | 0 | 0 | 0% |
| Contractual, Professional Fees & Dues | 29,279 | 30,000 | 20,918 | 50,918 | 43,994 | | 43,994 | 6,924 | 6,924 | 86% |
| Information Technology | 1,130 | 750 | 1,700 | 2,450 | 2,448 | | 2,448 | 2 | 2 | 100% |
| Telecommunications | 728 | 750 | 550 | 1,300 | 1,081 | | 1,081 | 219 | 219 | 83% |
| Grants | 50,000 | 76,700 | (26,700) | 50,000 | 50,000 | | 50,000 | 0 | 0 | 100% |
| LEO Cost Allocation | 16,320 | 16,017 | 460 | 16,477 | 16,477 | | 16,477 | (0) | (0) | 100% |
| Budgeted Expenditures: | 97,478 | 125,000 | | 121,928 | 114,069 | - | 114,069 | 7,859 | 7,859 | 94% |

| | |
|-------------------|--------|
| FY21 Lapsed Funds | 10,931 |
|-------------------|--------|

ETHNIC COMMISSIONS (PA 56 of 2019)
Commission for Middle Eastern American Affairs (36660)
FY21 Year End Spend Plan

| | Appropriation | YTD Expenditures & Encumbrances | Projected Full Year |
|------------------------------|----------------------|--|--------------------------------|
| Communications | \$ 1,300 | \$ 1,081 | \$ 1,300 |
| Contractual | \$ 50,918 | \$ 43,994 | \$ 50,918 |
| - Maan Abou Khzam | | \$ 5,917 | \$ 5,917 |
| - Alexander Sahouri | | \$ 45,000 | \$ 45,000 |
| Total Contractual | \$ - | \$ 43,994 | \$ 50,918 |
| Travel | \$ 388 | \$ - | \$ 388 |
| Supplies & Materials | \$ 395 | | \$ 395 |
| Conference | | | \$ 300 |
| Food | | | \$ 95 |
| Total Supp & Mat | \$ - | \$ 68 | \$ 395 |
| Grants | \$ 50,000 | \$ - | |
| - University Musical Society | | \$ 10,000 | \$ 10,000 |
| - EHRA | | \$ 10,000 | \$ 10,000 |
| - AAFL | | \$ 30,000 | \$ 30,000 |
| Total Grants | | \$ 50,000 | \$ 50,000 |
| Advertising | \$ - | \$ - | |
| | \$ - | \$ - | \$ - |
| Cost Allocations | \$ 16,477 | \$ 16,477 | \$ 16,477 |
| IT Costs Allocations | \$ 2,450 | \$ 2,448 | \$ 2,450 |
| Total Projected Budget | \$ 121,928 | \$ 114,069 | \$ 121,928 |
| Actual Appropriated Amount | \$ 125,000 | \$ 125,000 | \$ 125,000 |
| Difference | \$ 3,072 | \$ 10,931 | \$ 3,072 |

| | | | |
|------------|--------------------------------|--|---------------|
| Report ID: | SIGMA Exp Detail - FIN GEN ACC | SIGMA | Thru APD - 13 |
| Run Date: | 11/09/2021 | Appn Summary - Exp Detail - YTD | FY - 2021 |
| Run Time: | 3:48:45 PM | Appropriation - 36660: Commission on Middle Eastern American affairs | |

| OBJECT GROUP | OBJECT | Department Object Label | VCUST | Vendor Legal Name | APD | Jrnl Doc (Code,Dept,ID) | Jrnl Vendor Invoice No | Jrnl Doc Ref (Code,Dept,ID) | Jrnl Doc Accounting Line Desc | YTD EXP |
|---|---|---|-----------|--------------------|-----|-------------------------|------------------------|-----------------------------|--|------------|
| 6100 - Telecommunications and Utilities | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 2 | PRC,186,210000020143 | 9863910187 | | | \$62.65 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 2 | PRC,186,210000023505 | 9866007728 | | | \$45.50 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 4 | PRC,186,210000042717 | 9868115230 | | | \$45.50 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 4 | PRC,186,210000042803 | 9870237010 | | | \$181.08 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 6 | PRC,186,210000060189 | 9874461441 | | | \$115.05 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 6 | PRC,186,210000060193 | 9872348190 | | | \$152.54 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 7 | PRC,186,210000074115 | 9876615143 | | | \$53.37 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 8 | PRC,186,210000085415 | 9878751176 | | | \$45.62 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 9 | PRC,186,210000096857 | 9880900153 | | | \$45.57 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 10 | PRC,186,210000109916 | 9883052111 | | | \$45.56 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 11 | PRC,186,210000121739 | 9885221157 | | | \$81.28 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | | NOT ENTERED | 11 | JV1,186,210000018968 | | | VERIZON WIRELESS correction July 21 Ref: PRC 21*109916 | \$126.22 |
| | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | 6102 - Other Phone Expenses (At&T, Sprint, Etc) | CV0007142 | CELLCO PARTNERSHIP | 12 | PRC,186,210000137809 | 9887392846 | | | \$81.18 |
| 6100 - Telecommunications and Utilities | | | | | | | | | SUM: | \$1,081.12 |
| 6112 - Internal Purchased Services | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 4 | JV1,186,210000009143 | | | DTMB IT billing-October 2020 | \$46.98 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 5 | JV1,186,210000010589 | | | DTMB IT billing-November 2020 | \$46.98 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 5 | JV1,186,210000010607 | | | DTMB IT billing-December 2020 | \$159.03 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 5 | JV1,186,210000011060 | | | DTMB IT billing-January 2021 | \$46.98 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 6 | JV1,186,210000012367 | | | DTMB IT billing-February 2021 | \$536.07 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 8 | JV1,186,210000015309 | | | | \$129.99 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 9 | JV1,186,210000015850 | | | | \$80.94 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 10 | JV1,186,210000017193 | | | DTMB IT billing-May 2021 | \$80.94 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | | | | | | | |

| | | | | | | | | | | |
|------------------------------------|----------------------------------|----------------------------------|--|-------------|----|----------------------|--|--|---------------------------|------------|
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 11 | JV1,186,210000018149 | | | DTMB IT billing-June 2021 | \$53.96 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 12 | JV1,186,210000020372 | | | DTMB IT billing-July 2021 | \$53.96 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 12 | JV1,186,220000000436 | | | DTMB IT billing-Aug 2021 | \$53.96 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 13 | JV1,186,220000001579 | | | DTMB IT billing-Sep 2021 | \$53.96 |
| | 6736 - DTMB IT - Monthly Invoice | 6736 - DTMB IT - Monthly Invoice | | NOT ENTERED | 13 | JV1,186,220000002439 | | | DTMB IT billing-Sep 21-13 | \$1,104.00 |
| 6112 - Internal Purchased Services | | | | | | | | | SUM: | \$2,447.75 |

| | | | | | | | | | | |
|------------------------------------|---|---|-----------|-------------------|----|----------------------|------------------------|---------------------|---|------------|
| 6120 - External Purchased Services | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0104748 | Maan Abou Khzam | 2 | PRM,186,210000011022 | 11/17/2020 | PO,186,210000001264 | | \$1,345.50 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0104748 | Maan Abou Khzam | 4 | PRM,186,210000028815 | 11/1/2020 - 12/31/2020 | PO,186,210000001264 | | \$2,767.50 |
| | 6032 - LEO Exec Alloc | 6032 - LEO Exec Alloc | | NOT ENTERED | 5 | JV1,186,210000010857 | | | | \$60.01 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0104748 | Maan Abou Khzam | 6 | PRM,186,210000045409 | 3/5/21 | PO,186,210000001264 | | \$1,804.50 |
| | 6032 - LEO Exec Alloc | 6032 - LEO Exec Alloc | | NOT ENTERED | 7 | JV1,186,210000013877 | | | FY21 LEO Q2 CSSM ALLOCATION | \$309.47 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 8 | PRM,186,210000059870 | 4/30/2021 | PO,186,210000005411 | | \$3,889.02 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 8 | PRM,186,210000064546 | 5/2/2021 | PO,186,210000005411 | | \$3,419.82 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 9 | PRM,186,210000067765 | 5/17/21 | PO,186,210000005411 | | \$3,597.84 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 9 | PRM,186,210000073440 | 6/1/2021 | PO,186,210000005411 | | \$4,194.72 |
| | 6032 - LEO Exec Alloc | 6032 - LEO Exec Alloc | | NOT ENTERED | 10 | JV1,186,210000016792 | | | FY21 LEO Q3 CSSM ALLOCATION | \$467.08 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 10 | PRM,186,210000076969 | 7/5/2021 | PO,186,210000005411 | | \$1,360.62 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 10 | PRM,186,210000079640 | 7/7/2021 | PO,186,210000005411 | | \$2,251.80 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 11 | PRM,186,210000085015 | 7/19/2021 | PO,186,210000005411 | | \$2,736.72 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 11 | PRM,186,210000088446 | 8/3/2021 | PO,186,210000005411 | | \$2,875.50 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 12 | PRM,186,210000096826 | 8/16/2021 | PO,186,210000005411 | | \$4,653.00 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 12 | PRM,186,210000102076 | 9/2/21 | PO,186,210000005411 | | \$4,266.00 |
| | 6032 - LEO Exec Alloc | 6032 - LEO Exec Alloc | | NOT ENTERED | 13 | JV1,186,220000001825 | | | FY21 LEO Q4 CSSM ALLOCATION | \$1,051.71 |
| | 6129 - Printing and Copying Services | 6129 - Printing and Copying Services | | NOT ENTERED | 13 | CA9,171,PR2118604684 | | | DTMB Print Services Monthly Bill SEP 2021 D53005 | \$50.36 |
| | 6129 - Printing and Copying Services | 6129 - Printing and Copying Services | | NOT ENTERED | 13 | CA9,171,PR2118604711 | | | DTMB Print Services Monthly Bill SEP 2021 D53065 | \$17.93 |
| | 7020 - Other Purchases Services 1099 Report | 7020 - Other Purchases Services 1099 Report | VS0196785 | Alexander Sahouri | 13 | PRM,186,220000000558 | 9/20/2021 | PO,186,210000005411 | | \$3,780.00 |

Ethnic Commissions- Commission of Middle Eastern Affairs (36660)
FY22 Spend Plan

| Available Funds: | | |
|------------------|----------------------|----------------|
| | Carry In | - |
| | New | 125,000 |
| | Admin - Total | 125,000 |

| | | |
|------------------------------|--------|---------|
| % of Year Elapsed | | 0% |
| Projections Based On: | | |
| | 12 Mth | Payroll |
| Remaining | 12 | 26 |
| Completed | - | - |

| | | FY22 Spending Plan | | | Actual Expenditures YTD Thru | | | Balance/Projections | | |
|---------------------------------------|----------------|--------------------|-----|----------------|------------------------------|--------------|----------------|---------------------|-------------------------|-------------|
| Categories | FY21 ACT YTD | Plan | Adj | Adjusted Plan | Expenses | Encumbrances | Total Expenses | Current Balance | Projected Balance/Lapse | % of Budget |
| Salaries & Benefits | - | | | | | | - | 0 | 0 | 0% |
| Office Operations | 68 | 100 | | 100 | | | - | 100 | 0 | 0% |
| Travel | - | 200 | | 200 | | | - | 200 | 0 | 0% |
| Training | - | - | | - | | | - | 0 | 0 | 0% |
| Advertising | - | - | | - | | | - | 0 | 0 | 0% |
| Contractual, Professional Fees & Dues | 43,994 | 70,000 | - | 70,000 | - | - | - | 70,000 | 0 | 0% |
| Information Technology | 2,448 | 2,400 | - | 2,400 | - | | - | 2,400 | 0 | 0% |
| Telecommunications | 1,081 | 1,100 | - | 1,100 | - | | - | 1,100 | 0 | 0% |
| Grants | 50,000 | 27,600 | - | 27,600 | - | | - | 27,600 | 0 | 0% |
| LEO Cost Allocation | 16,477 | 23,600 | - | 23,600 | - | | - | 23,600 | 0 | 0% |
| Budgeted Expenditures: | 114,069 | 125,000 | | 125,000 | - | - | - | 125,000 | 0 | 0% |

| | |
|---------------------------|---|
| Remaining Available Funds | - |
|---------------------------|---|

ETHNIC COMMISSIONS (PA 56 of 2019)
Commission for Middle Eastern American Affairs (36660)
FY21 September Spend Plan

| | Appropriation | YTD Expenditures & Encumbrances | Projected Full Year |
|------------------------------|----------------------|--|--------------------------------|
| Communications | \$ 1,100 | \$ - | \$ 1,100 |
| Contractual | \$ 70,000 | \$ - | \$ 70,000 |
| - Alexander Sahouri | | \$ - | \$ - |
| Total Contractual | \$ - | \$ - | \$ 70,000 |
| Travel | \$ 200 | \$ - | \$ 200 |
| Supplies & Materials | \$ 100 | \$ - | \$ 100 |
| Conference | | | \$ 300 |
| Food | | | \$ 100 |
| Total Supp & Mat | \$ - | \$ - | \$ 400 |
| Grants | \$ 27,600 | \$ - | |
| - University Musical Society | | \$ - | \$ 10,000 |
| - EHRA | | \$ - | \$ 10,000 |
| - Misc | | \$ - | \$ 7,600 |
| Total Grants | | \$ - | \$ 27,600 |
| Advertising | \$ - | \$ - | |
| | \$ - | \$ - | \$ - |
| Cost Allocations | \$ 23,600 | \$ - | \$ 23,600 |
| IT Costs Allocations | \$ 2,400 | \$ - | \$ 2,400 |
| Total Projected Budget | \$ 125,000 | \$ - | \$ 125,300 |
| Actual Appropriated Amount | \$ 125,000 | \$ 125,000 | \$ 125,000 |
| Difference | \$ - | \$ 125,000 | \$ (300) |

Ethnic Commissions FY 2022

Priorities:

- Strategic priority alignment with EOG
- Strategic plan including intersecting priorities and commission distinct priorities

Three Commission Strategic Priorities:

- Operational:
 - Succession planning for appointments on commissions and broader gubernatorial appointments
 - Appropriate staffing and resources organized for best impact
- Community engagement
 - Stakeholder groups identified
 - Engagement parameters and metrics identified
- Advocacy
 - Legislative priorities identified with process metrics to ensure alignment

EOG Priority strategic Priorities:

Goal: Use broad based priorities that are sustainable to drive specific EOG priorities with metrics.

- Grow the middle class
- Support small business
- Build strong communities

Workflow for all commissions:

- Prioritize operational changes through stronger integration of commission staff into the work of GM
- Data collection across commissions and (LEO/GM) department

- Data analysis and action planning across commissions – 1 year strategic plan for immediate priorities with an eye toward longer term strategic plans.

Approximate timeline:

- Week of 11/22/21: Global Michigan team sends commission administrators a survey to distribute to respective commissioners.
- 12/1/21: Surveys from commissioners due back to Global Michigan team (Poppy/Karen)
- Weeks of 12/6 and 12/13/21: Small groups of commissioners meet with Global Michigan team.
- Week of 1/10/22: Intersectional meeting of select commissioners with Global Michigan team.
- Week of 1/24/22: Global Michigan team meets with Commission Chairs and administrators.



Administrator's Report

Alexander Sahouri

CMEAA Administrator

SahouriA1@michigan.gov

(810) 265-9557

Good afternoon Commissioners,

Since our last meeting the first day of fall, a few things have changed going into this new fiscal year 2022. We have welcomed our new Chair, Suzanne Sukkar, and the new Executive Director of Global Michigan, Poppy Hernandez. We also celebrated the first Middle Eastern Americans to be elected Mayor of Dearborn, Dearborn Heights, and Hamtramck. The Commission is poised for fresh opportunities on the horizon coming out of the pandemic.

In the brief two and a half months since our last meeting, the Commission continues to grow its footprint and presence in the community by attending several events, such as the Arab American National Museum Gala, the Connect Arab America Expo and Gala, The Ensure the Legacy Banquet, and the Arab American Bar Association Khalta. We are also having meetings with new community organizations such the Iraqi American Foundation which oversees the Iraqi American Union chapters at Colleges and Universities across Michigan, seeking to build more organization in the Iraqi American community. The Commission is also in discussion with the Secretary of State's public engagement associate on the redistricting process, particularly the splitting up of the Dearborn Area.

The Commission was thrilled to officially recognize under the State of Michigan seal, the historic election victories of the first Arab and Muslim Mayors of Dearborn, Dearborn Heights, and Hamtramck. Attached to this report are the letters we sent via email and post office to each winner. Congratulations are also in order for one of our own Commissioners, Fay Beydoun, on being named one of Crain's Detroit Business's 100 most Influential Women.

Lastly, the Commission is joyed to learn that the UMS Artist in Residency Tarek Yamani's premiere performance has been viewed 4,392 times. The Commissions support for the arts continues as we just awarded UMS another \$10,000 for its Middle Eastern cultural programing going forward.

Thank you to each of you for the service you have done for the Middle Eastern American Community of Michigan this past year. I am thankful to be continuing that service with you all going forward

Sincerely,

Alexander



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
COMMISSION ON MIDDLE EASTERN AMERICAN AFFAIRS

POPPY HERNANDEZ
EXECUTIVE DIRECTOR

November 5, 2021

Representative Abdullah Hammoud
1909 Golfview Drive
Dearborn, Michigan
48128

Dear Representative Hammoud,

The Commission on Middle Eastern American Affairs is elated to congratulate you on your historic victory in the Dearborn Mayoral Elections of 2021. Being the first Arab and Muslim to be elected Mayor of Dearborn is a monumental achievement.

Your victory represents the long-standing effort of the Middle Eastern American Community of Southeast Michigan to hold political power in our communities and we are fortunate to be celebrating your successful candidacy.

Our Commission is charged by Executive Order No. 2015-6 to:

- review and advise the Governor and LEO Director on policies and priority issues facing the Middle Eastern American community
- recognizing the Middle Eastern American community's historical and cultural contributions and achievements
- and promoting the involvement of Middle Eastern Americans in all levels of government among other items

We would be thrilled to work with you in these areas in your new capacity. Mabrouk!

Sincerely,

Suzanne K. Sukkar, *Chair*

Suzanne K. Sukkar, Chair
Michael J. Romaya, Vice Chair
John Daoud, Second Vice Chair
Lina Harajli, Treasurer
Nabeel Obeid, M.D., Trustee

Manal Boukzam Saab
"Dave" Wassim F. Abdallah
Fay Beydoun
Susan Dabaja
Nadine Kalasho

Martin Manna
Adel Mozip
Nabeleh Ghareeb
Jaleelah H. Ahmed
Amal M. Berry



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
COMMISSION ON MIDDLE EASTERN AMERICAN AFFAIRS

POPPY HERNANDEZ
EXECUTIVE DIRECTOR

November 5, 2021

Bill Bazzi
739 Kinloch Street
Dearborn Heights, Michigan
48127

Dear Mr. Bazzi,

The Commission on Middle Eastern American Affairs is elated to congratulate you on your historic victory in the Dearborn Heights Mayoral Elections of 2021. Being the first Arab and Muslim to be elected Mayor of Dearborn Heights is a monumental achievement.

Your victory represents the long-standing effort of the Middle Eastern American Community of Southeast Michigan to hold political power in our communities and we are fortunate to be celebrating your successful candidacy.

Our Commission is charged by Executive Order No. 2015-6 to:

- review and advise the Governor and LEO Director on policies and priority issues facing the Middle Eastern American community
- recognizing the Middle Eastern American community's historical and cultural contributions and achievements
- and promoting the involvement of Middle Eastern Americans in all levels of government among other items

We would be thrilled to work with you in these areas in your new capacity. Mabrouk!

Sincerely,

Suzanne K. Sukkar, *Chair*

Suzanne K. Sukkar, Chair
Michael J. Romaya, Vice Chair
John Daoud, Second Vice Chair
Lina Harajli, Treasurer
Nabeel Obeid, M.D., Trustee

Manal Boukzam Saab
"Dave" Wassim F. Abdallah
Fay Beydoun
Susan Dabaja
Nadine Kalasho

Martin Manna
Adel Mozip
Nabeleh Ghareeb
Jaleelah H. Ahmed
Amal M. Berry



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LABOR AND ECONOMIC OPPORTUNITY
COMMISSION ON MIDDLE EASTERN AMERICAN AFFAIRS

POPPY HERNANDEZ
EXECUTIVE DIRECTOR

November 5, 2021

Amer Ghalib
3301 Holbrook Avenue
Hamtramck, Michigan
48212

Dear Mr. Ghalib,

The Commission on Middle Eastern American Affairs is elated to congratulate you on your historic victory in the Hamtramck Mayoral Elections of 2021. Being the first Arab and Muslim to be elected Mayor of Hamtramck is a monumental achievement.

Your victory represents the long-standing effort of the Middle Eastern American Community of Southeast Michigan to hold political power in our communities and we are fortunate to be celebrating your successful candidacy.

Our Commission is charged by Executive Order No. 2015-6 to:

- review and advise the Governor and LEO Director on policies and priority issues facing the Middle Eastern American community
- recognizing the Middle Eastern American community's historical and cultural contributions and achievements
- and promoting the involvement of Middle Eastern Americans in all levels of government among other items

We would be thrilled to work with you in these areas in your new capacity. Mabrouk!

Sincerely,

Suzanne K. Sukkar, *Chair*

Suzanne K. Sukkar, Chair
Michael J. Romaya, Vice Chair
John Daoud, Second Vice Chair
Lina Harajli, Treasurer
Nabeel Obeid, M.D., Trustee

Manal Boukzam Saab
"Dave" Wassim F. Abdallah
Fay Beydoun
Susan Dabaja
Nadine Kalasho

Martin Manna
Adel Mozip
Nabeleh Ghareeb
Jaleelah H. Ahmed
Amal M. Berry

COMMISSION ON MIDDLE EASTERN AMERICAN AFFAIRS

NOMINATIONS AND BALLOT ELECTION

1. CHAIR: Establish A Quorum – At least 8 people must be present at meeting.
2. CHAIR: Will call for a motion to elect a Secretary for the duration of the meeting.
3. CHAIR: Explain the process as follows:
 - Legal counsel will call nominees in the order of First Vice President, Second Vice President, Secretary, Treasurer, and Trustee to accept their nominations.
 - Legal counsel will query each nominee if they accept the office if elected.
 - If the nominees accept their nominations, the candidates will be moved forward and brought before the full commission. [NOTE: The Chair will call for a motion and second.]
 - Ballots will be provided by the Secretary to each voting commissioner (**EXCEPT the Chair is only to vote if there is a tie**).
 - The Secretary records the votes.
 - CMEAA Administrator and Legal counsel will jointly tally the candidates votes for each position.
 - Chair will announce the final results.
 - The Chair will declare the candidate with the majority votes elected. [If a candidate is elected to two offices, that candidate will have to choose which office he will accept. Then, another ballot will be necessary to fill the vacant office.]

LEGAL COUNSEL INQUIRY OF NOMINEE ACCEPTANCE

Applies to the elected positions of First Vice President, Second Vice President, Secretary, Treasurer, and Trustee:

You have been nominated for the office of **[INSERT NAME OF ELECTED OFFICE]** for the Commission on Middle Eastern American Affairs. If you are elected, will you accept this position for the two-year term? Please respond with a “yes” or “no.”

Ask Nominees for First Vice President, Second Vice President, Secretary, Treasurer, and Trustee.

| |
|--|
| Only those answering “yes” will be moved forward for the roll call vote. |
|--|

CHAIR CALLS FOR A MOTION FOR EACH ELECTION POSITION SEPARATELY

CHAIR: In accordance with Article IV of the CMEAA Bylaws, I call for a motion to hold an election for the following offices: First Vice President, Second Vice President, Secretary, Treasurer, or Trustee.

MOTION MADE

CHAIR: Is there a second?

SECONDED

CHAIR: So, Moved.

1. FIRST VICE PRESIDENT:

Michael Romaya:

_____ No/Against

Present/Abstain

Martin Manna

_____ No/Against

Present/Abstain

Susan Dabaja

No/Against

Present/Abstain

Adel Mozip

No/Against

Present/Abstain

CHAIR DECLARATION OF THE ELECTED FIRST VICE PRESIDENT CANDIDATE:

As the majority have voted in favor of [*choices*: Michael Romaya, Martin Manna, Susan Dabaja, Adel Mozip (**the winner is circled**)]

for the office of First Vice President, [REDACTED] is elected First Vice President.

**CHAIR'S FINAL TALLY OF THE VOTES
AND DECLARATION OF ELECTION
(SECOND VICE PRESIDENT)**

2. SECOND VICE PRESIDENT:

For the office of Second Vice President, the votes are as follows:

Martin Manna

_____ Yes/For

_____ No/Against

_____ Present/Abstain

John Daoud

_____ Yes/For

_____ No/Against

_____ Present/Abstain

Adel Mozip

_____ Yes/For

_____ No/Against

_____ Present/Abstain

Nabelah Ghareeb

_____ Yes/For

_____ No/Against

_____ Present/Abstain

CHAIR DECLARATION OF THE ELECTED SECOND VICE PRESIDENT CANDIDATE:

As the majority have voted in favor of [*choices: Martin Manna, John Daoud, Adel Mozip, Nabelah Ghareeb (the winner is circled)*]

for the office of Second Vice President, is elected Second Vice President.

**CHAIR'S FINAL TALLY OF THE VOTES
AND DECLARATION OF ELECTION
(SECRETARY)**

3. SECRETARY:

For the office of Secretary, the votes are as follows:

John Daoud

_____ Yes/For

_____ No/Against

_____ Present/Abstain

Susan Dabaja

_____ Yes/For

_____ No/Against

_____ Present/Abstain

Fay Beydoun

_____ Yes/For

_____ No/Against

_____ Present/Abstain

CHAIR DECLARATION OF THE ELECTED SECRETARY CANDIDATE:

As the majority have voted in favor of [*choices: John Daoud, Susan Dabaja, Fay Beydoun (the winner is circled)*]

for the office of Secretary, is elected Secretary.

***CHAIR'S FINAL TALLY OF THE VOTES
AND DECLARATION OF ELECTION
(TREASURER)***

4. TREASURER:

For the office of Treasurer, the votes are as follows:

Lina Harajli

_____ Yes/For

_____ No/Against

_____ Present/Abstain

CHAIR DECLARATION OF THE ELECTED TREASURER CANDIDATE:

As the majority have voted in favor of [*choice*: Lina Harajli (**the winner is circled**)] for the office of Treasurer, is elected Treasurer.

**CHAIR'S FINAL TALLY OF THE VOTES
AND DECLARATION OF ELECTION
(TRUSTEE)**

5. TRUSTEE:

For the office of Trustee, the votes are as follows:

Fay Beydoun

_____ Yes/For

_____ No/Against

_____ Present/Abstain

Nabelah Ghareeb

_____ Yes/For

_____ No/Against

_____ Present/Abstain

Susan Dabaja

_____ Yes/For

_____ No/Against

_____ Present/Abstain

CHAIR DECLARATION OF THE ELECTED TRUSTEE CANDIDATE:

As the majority have voted in favor of [*choices: Fay Beydoun, Nabelah Ghareeb, Susan Dabaja, (the winner is circled)*]

for the office of Trustee, is elected Trustee.

#

CMEAA Officer Election Ballot

Instructions: Please cross out the names of any nominees who are either not present or have refused the nomination prior to the distribution of ballots. Fill out bubble to indicate choice candidate. Please choose one candidate for each officer position.

Vice Chair

- ☐ Michael Romaya
- ☐ Martin Manna
- ☐ Susan Dabaja
- ☐ Adel Mozip
- ☐ Present/Abstain

Treasurer

- ☐ Lina Harajli
- ☐ Present/Abstain

Second Vice Chair

- ☐ Martin Manna
- ☐ John Daoud
- ☐ Adel Mozip
- ☐ Nabelah Ghareeb
- ☐ Present/Abstain

Trustee

- ☐ Fay Beydoun
- ☐ Nabelah Ghareeb
- ☐ Susan Dabaja
- ☐ Present/Abstain

Secretary

- ☐ John Daoud
- ☐ Susan Dabaja
- ☐ Fay Beydoun
- ☐ Present/Abstain