



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

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Agenda

AAPIC x UMB Survey Subcommittee Bi-Weekly Meetings

Monday, September 9, 2024 · 12:00 – 1:00pm

Zoom: <https://us06web.zoom.us/j/6603360175>

The meeting will be held via teleconference in compliance with the Governor's Executive Order on the Open Meeting Law

*Meetings occur every other Monday

Survey Development Team Members	<u>UMASS Boston Institute for Asian American Studies</u> Dr. Paul Watanabe Shauna Lo
	<u>AAPIC</u> Commissioner Dr. Ekta Srinivasa Commissioner Saatvik Ahluwalia Commissioner Karen Chen Commissioner Danielle Kim Jennifer Best Yasmin Padamsee Forbes Shubhecchha Dhaurali
	<u>APIs CAN!</u> Jaya Aiyer
	<u>Polling Company</u> TBD

In-attendance:

Survey Timeline 2024 - 2025

Phase	Tasks	Lead	Deadline
Questions for Survey Questionnaire	Create list of questions for survey questionnaire	AAPIC Commission (majority Shubhecchha & Commissioners), support from AA Institute	Completed July 2024, but ultimately finalization by Survey Vendor Contract DRAFT 6 AAPIC x UMB Survey Questionnaire



The Commonwealth of Massachusetts

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Executive Director

Yasmin Padamsee Forbes

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Survey Vendor Selection & Payment	Pay some amount upfront, then installments (currently being negotiated by Dr. Watanabe with MassINC)	Survey Vendor - AA Institute (Dr. Watanabe & Shauna)	October 1st, 2024
Data Collection	Survey in Field: two weeks for 1,000 AAPI sample	MassINC polling group	During month of January 2025
Results	Results Back	MassINC polling group	End of January 2025
Data Analysis	Completion of Data Analysis	MassINC (initial), AA Institute lead with Commission and AAPIs Can support and feedback	End of February 2025
Communications Planning & Strategy	<p><u>Aspects of Dissemination</u></p> <ul style="list-style-type: none"> - Press Conference/Briefing - Social Media - Media (reporters, news) - Community Engagement with organizations 	Collective effort, details to come	Discussion & plan needed by end of February 2025
Report Writing	-Writing the report -Multiple rounds of edits	AAPI Commission take lead with support from	End of March 2025



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

		other groups	
Report Graphics	- Engaging a graphic designer for charts/graphs and report layout	AAPI Commission take lead with support from other groups	Finish by Early May 2025
Dissemination of Data		Collective effort with commission and institute leading	May 15th 2025

- **Yasmin’s pending questions**

- Projected survey completion date needs to be March 2025 to publish and translate the survey with Commission’s FY 25 budget
- Would like a clarification as to why the survey, despite the polling company being selected in October, is scheduled to take place only in January? It would be helpful to outline the specific steps the polling company needs to take before January, such as randomization trials, selecting populations, etc.
- Thoughts on it would be more efficient to provide the funding directly to the polling company, allowing them to begin their work sooner. This could potentially avoid the administrative costs associated with routing the funds through UMASS-Boston, which would deduct a percentage before transferring the funds.

Action Items from Last Meeting

1. Survey Vendor Selection Updates?

- a. Dr. Watanabe to talk to Steve Cazella at MassINC to discuss contract and payment timeline.
 - i. Steve Cazella at MassINC trying to get a panel together- not returning Dr. Watanabe’s calls
 - ii. Dr. Watanabe to update Steve Cazella with our current plan
 - iii. **Pick a vendor by Oct. 1st**
 - 1. Try to go to Umass lowell or boston - firms could possible

2. ISA for 2025

- a. Treasury has wanted to add amendment to previous ISA



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

i. csteinkrauss@tre.state.ma.us

3. Funding

a. [Survey Revenue & Expenses](#)

4. Applying for Other Funding

a. Asian Community Fund FY25

i. In talks with Commissioner Kim about how ACF can assist

5. Communications Strategy

a. Aspects of Dissemination

i. Press Conference/Briefing

ii. Social Media

iii. Media (reporters, news)

iv. Community Engagement with organizations

v. Planning for a release event

vi. Legislative briefing as well - Asian Caucus Briefing

vii. APIs CAN! Also hope to have dissemination in May

6. Survey Questionnaire DRAFTS

a. [DRAFT 5 AAPIC x UMB Survey Questionnaire](#)

b. Resources Used

i. Community Health Equity Survey

1. Results: [AAPIC CHES Request DRAFT.xlsx](#)

c. Most updated/recent version of questionnaire

i. [DRAFT 5 AAPIC x UMB Survey Questionnaire](#)

d. Previous versions

i. [DRAFT 4 Full Questions_DRAFT Survey Questionnaire](#)

ii. [DRAFT 3 Survey Questionnaire_05.06.2024](#)

iii. [DRAFT 3 Summary_DRAFT Survey Questionnaire](#)

iv. [DRAFT 2 Survey Questionnaire_04.22.2024](#)

v. [DRAFT 1 AAPIC x UMB Survey Questionnaire](#)

e. TAAF 2024 Survey Questions Updated Survey Questionnaire

i. <https://www.taaf.org/our-work/status-index-2024>

f. Houston Survey Report on AAPI

i. <https://kinder.rice.edu/research/kinder-houston-area-survey-2024-results>

g. MA CHES Survey AAPI respondent results

i. [AAPIC Community Health Equity Survey Results](#)

Survey Questionnaire Relevant Links

[DRAFT 5 AAPIC x UMB Survey Questionnaire](#)

[STAATUS Index 2024.pdf](#)

[KI 2024 Houston Area Survey Report Final.pdf](#)

[ches-2023-questionnaire-with-splits.pdf](#)



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

[AAPIC CHES Request DRAFT.xlsx](#)
[Full Questions DRAFT Survey Questionnaire](#)
[Summary DRAFT Survey Questionnaire](#)
[AAPIC x UMB Survey Questionnaire](#)
[Languages.xlsx](#)
[Sample.xlsx](#)
[Survey Concept](#)



The Commonwealth of Massachusetts

Asian American and Pacific Islanders Commission

