



# **ANNUAL REPORT**

2018-2019

August 5, 2019

# Executive Summary

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The Washington Immigrant Network (WIN) began its inaugural year on June 8, 2018. WIN is a Business Resource Group (BRG) for Washington State's employees, the fourth such BRG, with a mission to:

Expand opportunities for immigrants who are current and future employees within Washington state government. Serve as a resource for all immigrants who are state employees to connect, share, and educate each other and Washington state agencies on the skills, expertise and cultural value of a diverse workforce.

WIN's general goals are to:

- Retain and support immigrant state employees by providing a support structure, education, career progression and leadership development assistance.
- Recruit immigrants to state service through outreach and educational activities.
- Serve as a resource for Office of Financial Management (OFM) State Human Resources and state agencies in creating and sustaining a diverse and inclusive workforce

Immigrant here is defined as a person born in a foreign country or a person who has a foreign-born parent.

WIN also elected three officers for the 2018-2019 year, with Christine Stalie serving as chair, Nam Nguyen serving as co-chair, and Kim Sauer serving as secretary.

WIN held monthly meetings from July 2018 to July 2019. In these meetings, WIN provided professional development training and guest lectures on topics such as interviewing skills to personal stories about immigrating to the United States. WIN also formed three committees (communications, professional development, and recruit/retention), which also met at the monthly meetings. The communications committee developed a video promoting WIN. The professional development committee developed a mentoring program. The recruit/retention committee developed a brochure (Appendix A) and staff WIN's table at job fairs and other State recruiting events. WIN later formed a committee to plan an anniversary event.

Overall, WIN had an average of 26 members attend each monthly meeting in person, and a few attended online.

WIN held its first-year anniversary event on June 7, 2019 with collaboration with members of communities at the Columbia Room in the State Capitol Building. The event featured cultural performances, ethnic food, networking opportunities, and two keynote speakers (Lieutenant

Governor Cyrus Habib and State Representative My-Linh Thai). Approximately 100 people attended the event.

As a BRG, WIN does not have a budget. All of WIN's cost was covered by in-kind contributions from individuals and state agencies. In 2018-19, WIN received approximately \$6,500 in-kind contributions. WIN also benefited from over 1000 volunteer hours.

WIN plans on continuing to fulfill its charter goals in 2019-20. In addition, WIN's incoming officers will review the by-laws and set goals for the upcoming year.

# History

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WIN started as an initiative by Lorraine Lee, Chief Administrative Law Judge of the Office of Administrative Hearings (OAH), which serves as the sponsoring agency. Judge Lee convened meetings to organize WIN in early 2017, inviting state workers interested in forming a BRG for immigrant state workers. These meetings resulted in a charter and by-laws.

WIN officially began on June 8, 2018, with a kickoff event at the Governor's Mansion. For the inaugural year, Christine Stalie served as chair, Nam Nguyen served as co-chair, and Kim Sauer served as secretary.

WIN held monthly meetings from July 2018 to July 2019. On June 7, 2019, WIN held its first anniversary event at the Columbia Room in the State Capitol Building.

## Committee and Membership

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WIN has an email circulation list with over 100 contacts who have participated in WIN meetings this year. Of this, approximately 25 to 30 regularly attend meetings either in-person or online. Those who regularly attend meetings are assigned to a committee. Below are committee accomplishments for 2018-19.

**Communications Committee:** This committee led the development of a video to promote WIN, to be shared on WIN's website and social media.

**Professional Development Committee:** Alexander Countouriotis chairs the professional development committee. The committee led the development of the mentoring program (guideline attached as Appendix B), which launched June 2019. The program will pair immigrant state workers with a mentor who has extensive experience, or management level experience, working for the State.

**Recruitment Committee:** Anupama Rao chairs the recruit/retention committee. The committee led the development of a brochure to promote WIN. The committee also organized for WIN to have an information table at various career fairs and other events.

**Event Planning Committee:** Executive Sponsor Lorraine and Secretary Kim formed a committee mid-year to plan WIN's first anniversary celebration. The committee organized speakers, performers and logistics for the event.

# Monthly Meetings

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In 2018-19, WIN held ten meetings from July 2018 to July 2019. WIN did not have a meeting in December and also no meeting in June but had a first anniversary celebration. WIN held the meetings at the Liquor and Cannabis Board (LCB) Building at 3000 Pacific Avenue SE; Olympia, WA 98504 and the July meeting was held at the Department of Health on 111 Israel Road; Tumwater, WA 98501. Meetings were an hour and a half long at noon on the first Friday of the month. This later changed to the first Monday to accommodate members' schedule. On average, 26 members attended each meeting. Meeting minutes were taken at each meeting, and are available online. Below are highlights from the meetings:

**October 2018:** Presentation on "What it's like to be the child of immigrant."

**November 2018:** Chair Christine spoke about the intersectionality between race and immigration.

**February 2019:** Mona Moberg, from LCB, presented on how to facilitate meetings.

**March 2019:** Chief administrative law judge Lorraine Lee presented on the role of judges in American democracy and reviewed historic immigration cases.

**April 2019:** Michaela Doelman and Sanyu Tushabe, from Workforce Development, presented how to create a realistic career development plan.

**May 2019:** Mandeep Kaundal spoke on racism and resilience, highlighting his experience as a Sikh immigrant from India.

**July 2008:** Ayanna Colman presented on the State's BRG initiative. Other BRGs presented on their mission and work, followed by group discussions on BRGs can work together.

# Anniversary

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On June 7, 2019, WIN hosted its first anniversary celebration at the Columbia Room in the State Capitol Building. Approximately 100 people attended the event, including members of the communities, and over 40 State agencies participated. Food and beverage were donated by the Korean Multicultural Family Association (KMFA) and WIN members. The Korean Oregon Performing Art Association, Olympia Area Chinese School Association, and state employees with Filipino background performed ethnic dances. The keynote speakers were Lieutenant Governor Cyrus Habib, who spoke about the importance of promoting immigrants contributions to Washington State, and State Representative My-Linh Thai, who spoke about her experience as a Vietnamese-American refugee.



## Budget 2018-2019

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As a BRG, WIN does not have an official budget. WIN instead relied on in-kind contributions provided by community organizations, individual members and various State agencies, including:

- OAH, as sponsoring agency, paid for various resources, totaling approximately \$1,000.
- The Department of Financial Institutions provided promotional materials, including a table cloth, sticky notes and clips printed with WIN's logo, totaling approximately \$3,000.
- OFM also provided a banner, paid for Columbia room fees for the annual celebration, and provided other logistical support, totaling approximately \$150.
- LCB and the Department of Health provided meeting locations and technical support at those locations.
- The Korean Multicultural Family Association (KMFA) also provided food and sponsored a cultural performance for WIN's anniversary celebration, totaling approximately \$1,500.
- Executive Sponsor Lorraine paid for the first year of WIN's website, totaling approximately \$200.
- WIN officers and members paid for various resources out of pocket, including promotional materials and refreshments for meetings, totaling approximately \$2,500.

This does not include the hours expended by State employees to work on WIN. Most of these hours were volunteered, and outside of the employees' official job description. We estimated that approximately 1000 hours of work was expended to run WIN from June 2018 – July 2019.



## Goals for 2019-2020

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WIN will continue to work on the goals written in the charter. The incoming officers will also set goals for 2019-20. Some possible goals are:

- Review by-laws
- Finalize promotional video
- Rollout the mentoring program
- Develop posters and flyers to promote WIN
- Collaborate with other BRGs for joint initiatives and events
- Organize second anniversary event
- Pilot WIN meetings or branches to reach state employees beyond Olympia, beginning with Seattle, Tumwater, and Vancouver

## **APPENDIX A**

## Mission

Our mission is to expand opportunities for immigrants who are current and future employees within Washington state government. Serve as a resource for all immigrants who are state employees to connect, share, and educate each other and Washington state agencies on the skills, expertise and cultural value of a diverse workforce.

Immigrant is defined as:

- Born in a foreign country, or
- Has a foreign-born parent



## Contact Us

### WIN SPONSOR



**Lorraine Lee**  
Chief Administrative Law  
Judge,  
Office of Administrative  
Hearings

### WIN OFFICERS



**Christine Stalie, Chair**  
Results Washington,  
Office of the Governor



**Nam Nguyen, Vice-Chair**  
Washington State Attorney  
General's Office



**Kim Sauer, Secretary**  
Washington State Liquor  
and Cannabis Board

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**Expanding employment  
opportunities for  
immigrants working in  
Washington state  
government**

## Who We Are

The Washington Immigrant Network (WIN) is a statewide business resource group that was formed in 2017 to:

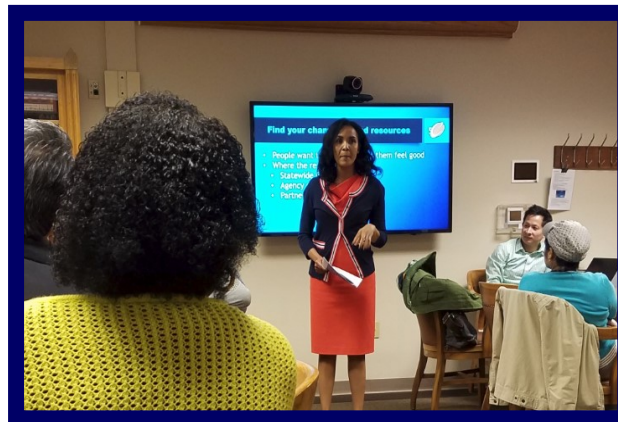
- Support the professional development of immigrant state employees.
- Recommend strategies to advance recruitment, retention, career progression and leadership development.
- Educate state agencies on the experience, skills, and knowledge of immigrants and the value of a diverse workforce.



## What We Do

The Washington Immigrant Network is committed to:

- Provide a support structure, educational resources, and leadership assistance for immigrant state employees.
- Mentor-immigrant state employees at any point in their careers.
- Encourage immigrants to consider the state as an employer of choice through interagency and external outreach activities.
- Serve as a resource for the Washington State Governor's Office, Office of State Human Resources, and state agencies in creating and sustaining a diverse and inclusive workforce.



## What We Offer

- The opportunity to network with fellow immigrant state workers at different stages of their career, from new hired to management.
- Training on career development, including networking, interviewing, leadership, and other professional skills.
- The opportunity to contribute and help build a better working environment for the immigrant workforce.



## **APPENDIX B**



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In accordance with the Washington Immigrant Network’s mission, purpose, and goals, the WIN Mentoring Program was established as a way to retain and support immigrant state employees in an inclusive environment that helps them thrive and advance their careers, as well as recruit new employees from the immigrant community at large. The program does this by establishing and facilitating direct, trusting relationships between volunteer mentors and their assigned mentees. The program's overall goal is to facilitate a more culturally and ethnically diverse state workforce which, in turn, will allow us to serve our customers better.

All mentors are current or former state employees that have experience navigating the various routes to state employment and career advancement. The mentors are ready to share their experience with their mentees, whether those mentees are current or prospective state employees. This web page provides a listing of volunteer mentors who are available to help you on your career journey.

If you are interested in becoming a mentee, please scroll down and read through the mentors' bios to see if there are any that you would feel comfortable connecting with. Feel free to contact any that you are interested in learning more about. Their contact information is listed under their bios. Once you find someone that you would like to establish a formal mentoring relationship with, please fill out the [Mentee Application Form](#).

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## **SAMPLE MENTOR #1**

Narrative: I work for the Washington State Department of Transportation as a Transportation Engineer 4. I joined WSDOT in 2006 after gaining several years of Engineering experience with smaller governmental agencies.

Area(s) of Professional Expertise: Project Management and Transportation Engineering

Ethic Background: Child of first generation Japanese immigrant

Language(s) Spoken: English

Contact Information: [countoa@wsdot.wa.gov](mailto:countoa@wsdot.wa.gov)





## **SAMPLE MENTOR #2**

Narrative: I work for the Washington State Department of Transportation as a Transportation Engineer 4. I joined WSDOT in 2006 after gaining several years of Engineering experience with smaller governmental agencies.

Area(s) of Professional Expertise: Project Management and Transportation Engineering

Ethic Background: Child of first generation Japanese immigrant

Language(s) Spoken: English

Contact Information: [countoa@wsdot.wa.gov](mailto:countoa@wsdot.wa.gov)

## **SAMPLE MENTOR #3**

Narrative: I work for the Washington State Department of Transportation as a Transportation Engineer 4. I joined WSDOT in 2006 after gaining several years of Engineering experience with smaller governmental agencies.

Area(s) of Professional Expertise: Project Management and Transportation Engineering

Ethic Background: Child of first generation Japanese immigrant

Language(s) Spoken: English

Contact Information: [countoa@wsdot.wa.gov](mailto:countoa@wsdot.wa.gov)



## **SAMPLE MENTOR #4**

Narrative: I work for the Washington State Department of Transportation as a Transportation Engineer 4. I joined WSDOT in 2006 after gaining several years of Engineering experience with smaller governmental agencies.

Area(s) of Professional Expertise: Project Management and Transportation Engineering

Ethic Background: Child of first generation Japanese immigrant

Language(s) Spoken: English

Contact Information: [countoa@wsdot.wa.gov](mailto:countoa@wsdot.wa.gov)

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Washington State Immigrant Network

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