UNITED ASIAN SERVICES OF WISCONSIN, INC. 2132 Fordem Avenue, Madison, WI 53704

Phone: (608) 256-6400 Fax: (608) 256-6501 Serving Refugees, Immigrants, and Southeast Asian populations since 1985

August 6, 2010

Laura Noel Community Services Program Coordinator Office of Community Services City of Madison PO Box 2627 Madison, WI 53701

Dear Laura:

Thank you for the email you sent to us with the questions asked by the Community Services Committee. I already planned to take a two week vacation in Florida with my family starting August 10, 2010, and therefore I will not be able to attend the Committee's meeting. Therefore, I am submitting our answers in writing as stated below:

Answers to the questions of the Community Services Committee:

- 1. Fundraising amount. From our current 2010 year, we had difficult time meeting our fundraising goal because of the economy that affects many generous public donors. For this reason, we do not anticipate to obtain much success also in coming year of 2011. However, we do plan to continue our fundraising event. To be realistic, we decided not to put any amount in our grant proposal budget.
- 2. Our volunteers often come to us in various sources. We have had college students, college interns, local ethnic community members, and others. Volunteers are recruited when we have needs for particular areas. For example, our ESL classes often need college students to help with the tutors and in class assistance. Our food pantry requires additional community members to help with the shopping of foods, packing, and distributing of the food pantry. Sometimes the Job Center also placed public assistance recipients to do their required volunteer work or school training. For screen purpose, we have not done much screenings in the past. We plan to do criminal background check in the future for volunteers who may be working with vulnerable populations. For training and oversight purposes, the volunteers are usually assigned to assistant certain staffs and the staffs become the supervisor. The Executive Director has the overall oversight of all volunteers.
- 3. Currently, our board composition is 10 persons. Our Bylaws requires a minimum of 3 and maximum of 10. One person is American caucasian, 1 is Vietnamese, 1 is Laotian, and 7 are Hmong. Out of ten, one is female. Out of ten, two are seniors. Out of ten, 1 is college student. Recently, our Old board members were entirely removed from the board and the new board was ordered by the court to be elected by the members. The old board appealed the court decision to the Wisconsin Court of Appeals. Since December 2008 and the early of 2010, we had difficult time recruiting additional board members for fear

that the Court of Appeals might reverse the trial court decision and any new board might be forced to leave their position. In early of 2010, the Court of Appeals affirmed the trial court decision. The new board slow recruited additional board members and in June 2010, and now there is no vacancy available.

4. Why a college degree staff does not receive living wage? This staff is paid \$11.50 per hour. This staff is primarily paid by the stated fund refugee program. The staff person who has been primarily responsible for the City of Madison Community Services program is paid \$12.00 per hour. We wish all college degree staffs would be rewarded with high wage. However with the current jobless economy, having a job is very important. As a non-profit organization, we do share the risk of losing college degree staffs once they gained the experiences for higher pay employment elsewhere.

5. Our 2009 audit is scheduled to be completed in September 2010. However, we understand the we are required to submit any audit report to the City of Madison because our 2010 contract with the City of Madison is less than \$100,000. In spite of this, we always try to send a copy to the City of Madison as well.

6. For our purpose, the word "development" also means developing fundraising activities and plans.

7. "WUCMAA" is Wisconsin United Coalition of Mutual Assistance Association, Inc. This is a statewide Hmong non-profit organization. It consists of 14 Hmong local organizations in Wisconsin. Our organization is one of these 14 members. We receive some funding from WUCMAA to provide services to the Southeast Asian population in Dane county for specific purpose. In 2010, it is the tobacco control program.

8. How many hours of services provide annually for this program? So far, we have not been asked this question and our we don't have data to track so many hours for the various programs we provided. Currently, our services are measured by the numbers of contacted services.

9. Same answer for question number 8 above.

10. Our contracted and targeted goal has been to serve 300 people. In some years, such as 2009, we actually served more people than our targeted goals. So the 330 numbers was the number served. Each year, this number served may be different.

I will try to check my email regularly while being away from the office. If you or the Committee have any other questions, please email me again. If it is something urgent, you may try to contact me on my cell phone 445-8657.

Sincerely,

Koua Vang, Executive Director