



City of Cambridge

Executive Department

YI-AN HUANG
City Manager

CMA 2026-280
IN CITY COUNCIL
October 5, 2026

To the Honorable, the City Council:

I am writing to recommend the following individual for appointment to the Commission on Immigrant Rights and Citizenship for a term of three (3) years, effective October 5, 2026.

Seth Minkoff (appointment)

The Commission on Immigrant Rights and Citizenship (CIRC), which was established in 2016, acts as a centralizing force in the City to deal with immigrant rights and citizenship issues, providing information, referral, guidance, coordination, offering and providing technical assistance to other public agencies and private persons, organizations and institutions engaged in activities and programs intended to support immigrant rights and citizenship. CIRC also works to eliminate prejudice and discrimination against immigrants because of their status as immigrants and/or non-citizens.

CIRC carries out this work by educating the community about immigrant rights and available resources, supporting participation in City services and programs, and collaborating on local and regional efforts to address immigrants' needs.

CIRC's eleven (11) volunteer members must reside in Cambridge and work with staff to fulfill the goals of the CIRC Ordinance (Cambridge Municipal Code Chapter 2.123). Members bring knowledge of the immigrant experience through lived experience or work with immigrant-serving organizations.

The City Manager's Office has recruited for CIRC through the City website, news releases, daily email updates, and outreach by current Commissioners. The vacancy announcement was posted on July 21, 2026, with an initial application deadline of August 21, 2026. On August 25, 2026, the deadline was extended to September 14, 2026.

An interview panel made up of City staff members and a current Commissioner interviewed candidates and recommended five (5) appointments in September 2026. Shortly afterward,



another Commissioner resigned for personal reasons, creating an additional vacancy. The panel had also interviewed Seth Minkoff during the recruitment process, and we are pleased to recommend his appointment to fill this vacancy.

New Appointment:

Seth Minkoff:

Seth Minkoff is a Cambridge resident and educator with extensive experience working with English language learners and immigrant communities. He teaches English language learners at Saugus High School and linguistics courses for future TESOL educators at Salem State University. He has organized and translated “Know Your Rights” presentations for immigrant teenagers and maintained resources to help immigrant families access legal, medical, and housing assistance. Earlier in his career, he served as a counselor and advocate at La Alianza Hispana, helping immigrants access education, employment, housing, and other services. His background in language education, direct service, and immigrant advocacy would make him a valuable contributor to CIRC.

I appreciate Seth’s willingness to serve on the Commission on Immigrant Rights and Citizenship and, with your approval, look forward to his appointment.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Yi-An Huang', with a stylized flourish at the end.

Yi-An Huang
City Manager