

**AMERICAN IMMIGRATION LAWYERS ASSOCIATION  
USCIS DISTRICT DIRECTOR LIAISON COMMITTEE  
CHICAGO FILED OFFICE  
SEPTEMBER 27, 2017, MEETING**

**SUPPLEMENTAL MINUTES**

Deputy Director Bryan Christian made the following announcements:

- A) Director Thomas Cioppa is leaving the Chicago District Office to head the New York office effective mid-October. Deputy Director Bryan Christian will be the Acting Director.
- B) The office continues to actively recruit to fill vacant officer positions, hiring, and promoting current employees into more senior positions.
- C) Eight members of the Chicago District Office are currently assigned to assist FEMA's hurricane response efforts in Texas, Florida, and Puerto Rico aiding in call centers, logistics, and needs assessments in hard hit areas. These employees volunteered for these efforts.
- D) Deputy Director Christian stated that on a recent trip to an ASC in Michigan City, he was asked by workers to tell the public to bring their appointment notice to the ASC, along with an identity document that matches the name on the biometrics appointment notice or proof of a legal name change (such as the original marriage certificate). He confirmed that a copy of the original appointment notice will be accepted.
- E) Deputy Director Christian announced that interviews for employment-based I-485 cases will increase in October. Officers have received training via webinar and Service Center personnel will serve as mentors to the officers here.

The Chicago office will schedule its own interviews, and thirty are scheduled in October. It is expected that in the future, all employment-based adjustment of status cases will be interviewed

The committee requested a checklist of documents to bring to the interview, but Deputy Director Christian stated applicants should provide the same evidence they would provide to the Service Center and anything listed on the interview appointment notice. Original, updated support letters from employers should be submitted at the interview. It is the responsibility of Applicants to have a valid medical on file or bring one to the interview. As a reminder, medicals submitted to USCIS are only valid for one (1) year from the time of submission.

Family members will all be scheduled together and all should attend the interview. The employer does not need to attend the interview as the Form I-140 will still be adjudicated

by the Service Centers. Applicants should be prepared to explain any change in job or duties.

The office is mindful that these cases will be drawn from preference categories subject to retrogression and will work as efficiently as possible to complete adjudication.

**Follow-up to submitted questions:**

**Parole-in-Place Applications**

A biometrics appointment should be sent shortly after filing. If no appointment is received after two weeks, email Stacy Summers.

If a decision on the request is not received within 6 months, please email Stacy Summers.

USCIS does not have jurisdiction to adjudicate a PIP request by a person in removal proceedings. Requests should instead be filed with ICE ERO.

**NTA Panels**

Response times vary. It would be appropriate to follow-up after 3 months. There have been some cases where prosecutorial discretion was exercised favorably since the latest enforcement memorandum was issued.

**Case Follow-Up Where a Priority Date Retrogressed**

The Chicago office is not supposed to receive cases that do not have a current priority date. If a priority date retrogresses while the file is in Chicago it will be forwarded to the National Benefits Center. No notice is provided to the applicant of this transfer as it is part of the standard protocol. In general, files are shipped to other USCIS offices each day via FedEx/courier from the Chicago office, but these types of cases involving retrogression are very rare.

**Other questions:**

**1. Are any changes expected in security procedures?**

No.

**2. If an officer uses a standing desk may attorneys/Applicants also stand?**

Yes.