



Irene Gomez-Bethke Papers.

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HISPANOS EN MINNESOTA

BOARD OF DIRECTORS

MEETING OF SEPT. 11, 1979

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. APPROVAL OF AGENDA
- IV. APPROVAL OF MINUTES
- V. DIRECTOR'S REPORT
- VI. OLD BUSINESS
- VII. NEW BUSINESS
- VIII. ADJOURNMENT

Thought for this month:

It is one of the most beautiful compensations of  
this life that no man can sincerely try to help  
another without helping himself...

Emerson

P.S. MONDAY IS A HOLIDAY AND H.E.M. WILL BE  
CLOSED (SEPT. 16 FALLS ON SUNDAY)

MEMO

TO: ALL H.E.M. DIRECTORS  
FROM: S.M. ROSAS, PRESIDENT  
RE: NEXT H.E.M. BOARD MEETING  
DATE: JUNE 6, 1979

\*\*\*\*\*

Enclosed please find the final draft of the new Bylaws which was approved at the last Board meeting of May 29, 1979.

The next Board meeting has been scheduled for Tuesday, June 12, 1979 at 5:30 o'clock P.M. I refer you to Section 1-3 of the Bylaws and ask that you call me at 291-2579 if you cannot attend.

Finally, may I remind each of you to bring the name of any individual who might be a good candidate to fill a vacancy on the H.E.M. Board.

RECEIVED

1979

RECEIVED

1979

1979

AGENDA

Meeting of the Board of Directors of Hispanos en Minnesota

September 17, 1980

I. Approval of previous Board of Directors minutes.

II. Old Business

a. Executive Directors Report

1. Status of W.E.P.
2. C.A.S.A.
3. Health Out-reach Program
4. Housing and Advocacy
5. Battered Women's Program
6. Emplementation of computer monitoring systems
7. Trip to San Antonio

III. New Business

Adjourn



Minutes of the  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
August 19, 1980

Present: Frances Trejo, Irene Bethke, Al Martinez, Manuel J. Cervantes,  
Juan Lopez, Jose Cruz

Absent: Alberto O. Miera, Jr., Sal Rosas, Maria Castor, Max Von Rabenau,  
Francisca Vega

UPON MOTION, by Irene Bethke, seconded by Juan Lopez, it was

RESOLVED, that the minutes of the July 1st meeting of this Board of Directors be approved.

UPON MOTION, by Irene Bethke, seconded by Juan Lopez, it was

RESOLVED, that the June minutes be tabled.

There will be no funding for WEP program because of the Federal freeze on funds. The program will be phased out September 31, 1980. Six positions will be lost with one insured to March, 1981.

The 1981 request to Ramsey County Mental Health includes expansion in 2 service areas. 1) Need long term counseling with clients. 2) Prioritize length of client service and administrative staff increase. Accounting too important to train on a yearly basis. Need a stable position in area.

CASA needs one more counselor plus a secretarial staff. There is a great loss of time training WEP, WIN or MMC staff because of turnover.

CASA is asking for a 7% increase which will be \$190,000.00. Eduardo Villalon will prepare three budgets, one high, one medium and one low to submit to Ricardo Flores.

CASA will do initial referral and intake for the Halfway House Program. The alternate recommendation for funding the halfway house with general assistance, food stamps, and NIAA is more conducive for Ramsey County needs.

The 1981-82 Health Outreach budget is to be submitted for \$80,000.00. The \$80,000.00 reflects a 30% increase over the last biennium budget. An additional request has been submitted to private foundations for the \$19,251.26. Health staff have begun generating legislative support for the continuation of the program.

The report on the Work Equity Program was given by the Director. Phase down of counselor coach positions are scheduled to terminate September 31.

Layoff notices to effective staff will be submitted at least one month prior to effective date. The Director reported that a proposal could be delivered which might maintain current staff within a condensed version of the Work Equity Program. A possible \$500,000.00 is available for this proposal.

A proposal to H.E.W. has been submitted for \$100,000.00 to expand the current Battered Women's Program and activities. A copy of the proposal was submitted and made available to the Board of Directors.

The Director introduced a recommendation to the Board of Directors for the withdrawal of membership from the United Way. After discussion a motion was made by Francis Trejo and seconded by Al Martinez that the Board of Directors meet with United Way panel members for a possible resolution of concerns.

The Director reported that HEM was granted \$2,000.00 by the Wells Foundation in Minneapolis to be used for general operative expenses.

MOTION to adjourn was made by Irene Bethke and seconded by Juan Lopez.

Next HEM Board meeting will be September 17th due to Mexican Independence holiday, September 16th.

Respectfully submitted,

IRENE BETHKE  
Secretary

Minutes of the  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
September 17, 1980

Present: Alberto Miera, Al Martinez, Juan Lopez, Francisca Vega, Frances Trejo

Absent: Manuel Cervantes, Max Von Rabenau, Maria Castor, Jose Cruz, Irene Bethke

Staff Present: Ricardo Flores

The agenda for the meeting was established as follows:

1. 1981 contract and budget reports.
2. Status of W.E.P., C.A.S.A., Health Outreach, Housing, and Battered Women's Program.
3. Implementation of computer program designed to more efficiently collect and monitor program data.
4. Report on trip to San Antonio.
5. Request from CLUES to act as fiscal agents.
6. Report on out-standing payments to County, Hillman-Jefferson, IRS, etc., and how to best resolve payments.

After discussion and,

UPON MOTION, by Francis Trejo, seconded by Al Martinez, it was

RESOLVED, that the minutes of the Board of Directors meeting of August 19, 1980 be approved as submitted.

Notice was given that Salvador Rosas resignation has been received by Alberto Miera and accepted. Mr. Rosas served as Chairman of the Board and general board member for two years. His involvement and dedication to the Hispanos en Minnesota Board of Directors will be always appreciated and his absence felt.

The Director gave a report on the status of contracts for 1981. Regarding the status of the 1981 W.E.P. contract, it has been renegotiated up to April, 1981 and contingent on funding will or will not be extended beyond that date. Due to the phase down of the program it is necessary to lay-off two of the Counselor Coach positions. Delia Metcalf and George Prado have received their lay-off notices. Alberto Miera shared concerns about needing to notify personnel committee when such decisions

are made. Francisca Vega was concerned with this and felt it would create a better understanding of organizational staffing needs. Al Martinez expressed concern of being penalized for PSE terminations by unemployment compensation. The Director was concerned but did not feel that three or four lay-offs a year would affect us the way the Tree Control lay-offs did.

Regarding the C.A.S.A. 1981 request submitted and received by Ramsey County, it will be reviewed and decided upon by November. It was felt, by the Director, that there would not be any significant problems with the contract, however, some negotiation of the budget total might be necessary. There were no questions.

Regarding the Housing and Urban Development contract which has been signed for 1981, with the probability for approval being very good. There were no questions.

Regarding the Battered Women's Program and the Health Program both programs will not come up for review until mid-1981, however, proposals are being developed for both programs. No major funding is involved.

Regarding the United Way panel meeting scheduled for October 1, 1980. The Director reported some concern about resolving issues of delinquent reporting, funding priorities, and future contributions from the United Way. Several Board members who were absent had expressed an interest in attending the budget review meeting. A notice is to be sent to all Board members reminding them of the meeting date.

The Board asked that Jose Cruz set up a meeting of the Personnel Committee to resolve the decision of what to do on the Executive Director position.

UPON MOTION, by Frances Trejo, seconded by Alberto Miera, it was

RESOLVED, that Jose Cruz would schedule a Personnel Committee meeting to discuss the Executive Director's position, and whether to appoint an Acting Director, as such, or to post and require him to apply for the position.

The Board asked that Frances Trejo schedule an emergency Finance Committee meeting to resolve issues fo delinquent payments to Ramsey County, Taylor McCaskill, etc.

UPON MOTION, by Alberto Miera, it was

RESOLVED, that Frances Trejo schedule a Finance Committee meeting before the next Board of Directors meeting.

Mr. Flores also reported that Judi De Jesus had appealed the Department of Human Rights decision against her. No questions.

Mr. Flores gave a report on a proposal received by the CLUES

organization requesting Hispanos en Minnesota to consider acting as fiscal agent for their organization.

UPON MOTION, by Alberto Miera, it was,

RESOLVED, that a special meeting be held to discuss the CLUES proposal and get on the agenda of the next Board of Directors for discussion. A letter should be submitted to CLUES indicating that their proposal has been received and being considered.

The meeting was adjourned.

Respectfully submitted,

RICARDO FLORES

MEMO

To: Board of Directors of Hispanos en Minnesota  
From: Ricardo Flores  
Re: Next scheduled meeting of board of directors  
Date: June 25, 1980

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The next scheduled Board of Directors meeting will be July 1, 1980. This will be a very important meeting in that several agenda items must be discussed.

Full participation by members of the Board is needed to resolve, by vote, some agenda items. Please make every effort to attend this meeting.

Mtg. time: 5:30  
Date: July 1, 1980  
Place: 551 State St.



Minutes of the  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
July 1, 1980

Present: Juan Lopez, Maria Castor, Francisca Vega, Fran Trejo,  
Al Martinez, Alberto Miera Jr., Irene Bethke

Absent: Max Van Rabenau, Manuel Cervantes, Arturo Perez,  
Salvador Rosas

Staff: Ricardo Flores

Guest: Elsa Perez

Upon Motion, made by Alberto Miera, Jr., seconded by Juan Lopez, it was Resolved, that the minutes of the previous meeting be tabled pending approval at the next meeting. Motion carried.

Ricardo Flores opened discussion on emergency meeting to discuss concerns involving Halfway House proposal. The proposed cooperative agreement with the Aztlan Cultural Organization was discussed - Pros/Cons.

Maria Castor moved to accept the cooperative agreement proposal with Aztlan Cultural Organization in relation to the Halfway House proposal. Francisca Vega seconded and motion carried.

Upon motion, made by Irene Bethke, seconded by Maria Castor, it was,

Resolved, that the issue of posting the position of Executive Director be placed as an agenda item for discussion on the agenda notice for the next scheduled Board of Directors meeting

Upon motion, made by Francisca Vega, seconded by Al Martinez, it was resolved that Fran Trejo be nominated for the position of Treasurer, and that Fran also become the chairperson of the finance committee. Motion carried.

Upon motion, made by Maria Castor, seconded by Juan Lopez, it was,

Resolved, that facsimile stamps be approved for the Chairperson and Treasurer of the Board of Directors. One hand written and one rubber stamped signature would be required on each check. Approval for the Executive Director signature was also voted on and approved.

A certificate of commendation is going to be sent to Arturo Perez.

Meeting was adjourned at 7:35 p.m.

7/1/80

Agenda

Board of Directors

Hispanos en Minnesota

Approval of Board of Directors' Minutes

Old Business

- I. Executive Director's Report.
  - a) Halfway House Proposal.
  - b) Cooperative Agreement Request by Aztlan Cultural Organization
  - c) Year end report, Leopoldo Muñoz Health Outreach Program.

New Business

- I. Election of Board of Director's treasurer.
- II. Facsimile Signature Approved.
- III. Grant requests from Mobil Oil Corp. and Wells Foundtn.



19  
August 3, 1980

AGENDA  
BOARD OF DIRECTORS  
HISPANOS EN MINNESOTA

I. Approval of previous Board of Directors Minutes

II. Old Business

X a. Executive Directors Report

1. Status of Programs

2. Refunding FY81

a. C.A.S.A.

b. Health Out-Reach

c. Work Experience Project — b

d. Battered Women's Program

e. Housing Counseling and Advocacy Program

3. Recent Contributions

4. United Way

III. New Business

Adjourn

Gov. Co. Ordinate  
Vol. Co. Ordinate  
Interimist

HEM ~~Board Meeting~~ 2 Hispanos EN Minnesota  
May 29, 1979

5:30  
pm.

Meeting called to Order by Chair.  
Sal Rosas - Present, Sal Rosas, Francisco  
Vega, Mary Head, ~~Arturo~~ Mirra, Betty  
Alberts

Absent Manuel Cerro, Arturo Perez (excused)  
Max Von Rabenau, Maria Castor

Agenda approved

Agenda 32.5

Minutes approved as amended

2/6.5  
69  
1

page 1 - 3d paragraph tabled

page 3 #2 - last sentence stricken

Approved

Mary Head moved that we hold the  
minutes approval until Ricardo gives us  
his input on page 1 - 3d paragraph -  
motion carried

Cleaning up / Planning

(★) She  
B. Executive Director and Planning Coordinator  
are out of town on a funding conference -  
# 303

Manpower Services slow as predicted in  
first quarter. picture will be more  
comprehensive by June 30 - 1979

\$103,000.00 Budget from Jan - Sept 31, 1979  
~~\$103,000 budget for~~

Arturo Mirra suggested that better documentation  
of clients be developed to reflect what the needs  
of the are? what services were provided or what  
could not be provided by us or any other agency?  
Sal Rosas suggested better security of HEM  
Bldg.

## Planning Department Report

Health: The House and Senate appropriated an annual health outreach grant of \$25,000. for H.E.M.

303 Plato system - furnished by control data will be used by H.E.M. H.E.M. will provide basic services to a proposed 60 students to participate. Proposal was submitted

Money will have to be negotiated Ramsey County. Casa - Black Grant for title 20 funds.

### 69 Congress House -

To be on next Agenda  
- Input from Gene Moore will be requested on history of House.

~~Mr. G. Moore~~

Mark Zimmerman Casa Coordinator

& 2 issues + deadlines

1. 1st issue Casa review. Ramsey County Mental Health gave sight review - 2 days 16/17 May  
Process was not clear as to intent. Looks promising
2. Conference - June 1 & 2.  
speakers Frank Gallegos, Jose Trejo, Frank Guezman  
Invitation to board members to attend -
3. Riverview Hospital will be sold  
advisory council to United Hospital Board -

Mt. Guadalupe  
M.S.L. Guadalupe

Bylaws ~~Mary~~ had made a motion to  
approve the bylaws

Changes Alberto O. Mier Jr. ~~made~~ made  
a motion to accept the bylaws as  
revised. Seconded by Q. Bethke.  
Motion Carried.

Cultural Arts Center Expended  
Next Meeting June 12, 1979 5:30

Moran -

MEMO

TO: H.E.M. Board Members  
FROM: Executive Director  
RE: Board Meeting

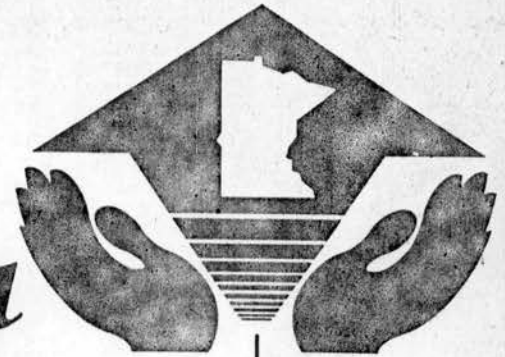
*plb*

As per Mr. Rosas' request, I am informing all members of the scheduled board meeting on April 16, 1979 at 5:30 P.M. We ask that you be prompt. Please bring your material submitted to you for the April 5 meeting. Gracias.



# Hispanos *en* Minnesota

Formerly Migrants in Action



## NOTICE OF MEETING

**H.**

You are hereby notified that the Board of Directors of Hispanos en Minnesota, Inc. will hold a meeting on Tuesday, the 12th of February, 1980 at 5:30 p.m. at the offices at 1162 Selby Avenue, St. Paul, Minnesota.

Any Directors unable to attend are to notify Chairperson Alberto O. Miera, Jr. at 222-4703.

**E.**

**M.**

### Board of Directors

Salvador Rosas  
*President*  
Manuel Cervantes  
*Vice President*  
Francisca Vega  
*Treasurer*  
Irene Bethke-Gomez  
*Secretary*  
Maria Castor  
*Mary Head*  
Alberto O. Miera, Jr.  
Arturo Perez  
Max Von Rabenau

**Executive Director**  
A. Hernandez-Alcala

**Services Provided**  
Migrant Services  
Manpower Training  
Housing  
Employment  
Education  
Community Development

**Chemical Abuse Service Agency**

Education  
Research  
Counseling  
Intervention

An Equal  
Opportunity Employer

A United Way  
Agency



Serving Minnesota's  
Largest Minority  
Hispanics  
Latinos  
Chicanos

Main Office • 1162 Selby Avenue • St. Paul, Minnesota 55104 • (612) 646-4566  
C.A.S.A. • 203 Prescott Street • St. Paul, Minnesota 55155 • (612) 227-0831

Special meeting called for 8-28-1979

Board present. Sal Rosas, Mary Head, Irene Bakke,  
Stiff Alberto Alcalá / Alberto O. Miera Jr. Arturo Perez,  
Mark Zimmerman / Francesca Vega (There is a quorum)

The chair person <sup>Sal Rosas</sup> called the meeting to order and asked Mr. C. Rodriguez if he wanted to stop the meeting and seek legal council. Open meeting was fine with Mr. Carmen Rodriguez.

Mr. Rosas reviewed the <sup>PERSONNEL</sup> personnel hearing of which Committee consisted of Sal Rosas alternate, and Arturo Perez. Mr. Rosas asked Alberto Miera to chair the meeting since he was on the <sup>PERSONNEL</sup> personnel committee. No one objected to this. Mr. A. O. Miera asked Mr. Rodriguez if he objected to an open hearing or taping the meeting.

Mr. Rodriguez asked if he could tape the meeting. Affirmative response was given. Mr. Rodriguez then agreed to taping. Mr. Alberto Alcalá asked if Mr. Rodriguez had any witnesses that he would like to present. Mr. Rodriguez said his witnesses had not appeared as yet. Mr. Alcalá asked for the same privilege.

Mr. Alcalá reviewed the <sup>PERSONNEL</sup> personnel policy pertaining to the procedure used in ~~a~~ suspending Mr. Rodriguez.

Mr. Alcalá read the overview document of facts on Mr. Carmen Rodriguez's suspension.

Mr. Zimmerman stated he would have an open mind to Mr. Rodriguez despite his past performance.

-2-  
Del Rosas requested that Mr. Rodriguez be given a copy of the documents concerning Mr. Rodriguez.

-2-

~~Mark Zimmerman advised Mr. Rodriguez to improve his performance.~~

Mark Zimmerman reviewed his procedure with Mr. Carmen Rodriguez.

Mr. Alcala continued with the documents of Mr. Rodriguez actions including flyers that were printed on HEM stationery.

Mr. ~~Rodriguez~~ Zimmerman continued with the documents concerning Mr. Rodriguez actions.

Mr. Alcala and Mr. Mark Zimmerman request that Mr. Rodriguez's termination be upheld.

Mr. O. Mira inquired if there were any questions from the board. Arturo Perez asked about the

Mark responded memo page 45, <sup>CR.</sup> was given a verbal reprimand. Mary Head: out of channel, what did this mean?

Al. Alcala CR <sup>was to</sup> follow <sup>up</sup> 4 steps. He followed

<sup>A.O.M.</sup> 2 steps and then chose to go outside the agency. Los Pequeños group? CR <sup>group meeting</sup> phild it at different homes with children, one at the City.

\* A.P. asked if CR <sup>was</sup> given authority to ask for funders of C.A.S.A. Mr. Alcala responded No.

Mr. Chair asked if Mr. Alcala had any Witnesses. Mr. Alcala said not at this time -



Mr. Rodriguez stated he was never given a copy of the ~~presentation~~ <sup>letter</sup> ~~from the personnel committee~~ Letter of Termination from Alberto Alcalá -  
Aug 16, 1979 Letter of Termination from Sal. Rosas 8-17-79

~~Mr.~~ Mr. Rosas suggested that Mr. Alcalá and Mr. Zimmerman ~~go over~~ review the presentation so that Mr. Rodriguez will understand the allegations. Mr. Alberto D. Miss asked Mr. Rodriguez if he understood. ~~Mr.~~ Mr. Rodriguez said it was difficult. Mr. Chair asked for a recess of 10 min. ~~Mr. Rodriguez asked.~~

Mr. Sal Rosas's statement of change of chair, quorum <sup>deficient of any quorum</sup> Mr. Alcalá stated that <sup>opinion that</sup> Mr. Rodriguez is considered a suspended employee.

Mr. Rodriguez asked that Mr. Nick Castillo Jr. help him as an advisor -

Chair asked if board objected. No objections from board.

Mark Z ①. There are several categories for termination <sup>all charges in suspension hearing are also applicable for termination</sup> document  
② page 48 - addressed to Mr. Rodriguez ~~and~~ 7-27-79  
7-26-79 memo established gross misconduct. more intense investigation of actions not covered in the initial <sup>charge</sup> charge.  
~~Suspension~~ gr.

③ C.R.'s behavior while under suspension intensifying ground for termination  
a. Falsely proclaiming Huebga -

b. slandering the agencies -

c. releasing confidential info about staff -

d. appealing to outsiders investigators

e. embarrassing agency and impede providing of services

Mr. Carmen Rodriguez had a written rebuttal that he presented. Mr. Chair asked that copies of the document that Mr Rodriguez was reading from, be made for the board. Sal Rosas asked Mr. Rodriguez to address <sup>the</sup> specific issue ~~of this~~ of and not to digress.

Mr. C Rodriguez

Pequeño group in 8 mo period - 120 chicanos  
1 man operation, 35 in mpb. St. Paul. 90 chicanos -  
6 mo period. ~~Chicanos~~ -

Mr. CR stated his actions were in accord with the agency's ideals - serving the clients - Carmen said he was not feathering his nest did not go out of channels.

he is serious and has concern -

~~The flyer with~~

The chair asked if CR had any documents to submit to board. No CR said.

Chair asked if he had any support or documents to submit to the board, No CR said.

Chair asked CR to address specific charge, to provide the board with any documents

7-20

CR. said he had document - a copy is on page 28, to 33.

7-25-79 - page 39-41

Casa  
stuff  
present

Ricardo Cepeda volunteer  
Dora Mesa - volunteer Minn. Mig. Council  
Lionel Brandt - Casa

Questions from Board - SR.

SR Flyer was this produced by you?

CR. No, he was asked to be community negotiator

SR Did you distribute leaflet?

CR. Yes

SR. Did you give info for Flyer  
CR. I DON'T KNOW.  
SR Did you put name on flyers? CR No.

SR Did you put indiv on flyer?

CR No

3rd Flyer -

SR. Did you have anything to do with this leaflets.

CR No

~~SR.~~ Mr Castillo Sr. gave his involvement:  
Mr. Rodriguez came to him to tell him of his  
suspension and lack of pay.



Mr Ignacio Briseños addressed the board  
of his concern on behalf of the community.

Mr. Chair reiterated, that Mr CR. stick to  
the issue. There are specific charges  
that need to be addressed.

1B. What were your duties with Pequeño Group.  
Coordinator - 12 age of group.

1B. AGENDA for P.G. - Criteria

1B. Funding sources.

AM gr. What did you  
Carmen - What length of time Coordinator - Casa  
June 78 - Jan. 79

Who hired you? CR. Roberto Arriaga & Dir Frank Guzman  
Position changed. to supportive position in Casa

" Jan - 1979 Alberto terminated you -  
No anglos between Alberto & CR.

CR. Roberto Arriaga was arm chair -  
(Chicano)

Uprising of Staff was reason

AM Did you go to Outside sources CR. Yes - Did you went to  
Managers of funders <sup>who</sup> are anglos and not to all Chicano  
board of H.E.M.

Francisca Vega stated she sat on previous  
personnel committee on Carmen Rodriguez ~~CR~~ ~~CR~~

2. You accepted advocate position Yes (CR)

3. You did not follow the procedure with the agency  
(CR)

Alberto & Carmen was never fired from his position he was offered an (alternative position because (procedure was followed.)

was offered because of Carmen's unease with his position of Casa Coordinator. He did not feel qualified as Coordinator. He felt better with Advocate position.

~~Chair asked if any ~~Chair~~ staff felt~~  
~~dissonance~~

Mr. Sal Rosas asked Mr. Rodriguez if he felt if this was a fair hearing? Mr. Alberto O. Miera asked Mr. Rodriguez if he is getting a ~~Mr. R.~~ fair hearing. Mr Rodriguez: I am being victimized. Question asked again -

Mr. A.O. Miera: "biggest problem I have is <sup>and</sup> you distribute flyer?"

Did you know about this? Yes. You gave your approval? Yes. Who is the committee that did these? Anyone here? Dick Castillo Jr. said he got them but did not ~~not~~ make them.

Fair hearing to both Individual and to the Agency

~~President of the board~~

Chairman asked to wrap up the meeting.  
Board members were asked if public  
or private vote is wished.

~~Alberto makes a motion that Alberto Sal~~  
~~Rosas be given the authority to pursue~~  
~~whatever <sup>only</sup> necessary action will be~~  
~~handled handled in an appropriate~~  
~~way~~ by Sal Rosas.

L.O.A. requested by Mark Zimmerman -  
Nov.

Alberto Aleala &

Ricardo Flores: #303 No \$ end of money  
True project, terminate is recommendation.  
Casa funds tied up til Oct. 1  
United Way - Jon -

~~Mary Jones~~



~~Contract~~ <sup>funders</sup> \$1000.00 for funding H.E.M.

Alberto Miera made a motion to close the project. Arturo Perez seconded the motion. discussion followed. motion carried.

Al Miera made a motion to have each board member raise \$1,000.00 ~~\$1~~

Many had seconded the motion

Motion carried.

Next meeting Sept. 11, 1979 5:30 P.M.

Respectfully  
submitted  
Dana Betts

Minutes  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
December 4, 1979

Present: Jose Cruz, Alberto O. Miera, Jr., Salvador Rosas, Al Martinez,  
Juan Lopez, Fran Trejo, Arturo Perez, Max Von Rabenau.

Excused: Francisca Vega, Irene Bethke

Absent: Manuel Cervantes, Mary Castor, Mary Head

Staff Present: Kay Franey  
Ricardo Flores

The agenda for the meeting was established as follows:

1. Reports: Work Equity Project, Health Program, C.A.S.A.
2. General compliance review conducted by Rick English of the Wage and Hour Division of the Department of Labor.
3. Open House at 69 W. Congress of November 30, 1979 and other fundraiser ideas.
4. Report from Executive Director on meeting with Attorney Rita Barus of December 4, 1979 regarding alleged misappropriations of funds and recommended legal remedies.
5. Report from Executive Director on Comprehensive Accounting Services.
6. Recommendation to align H.E.M. with National Council of La Raza (report from Arturo Perez).
7. Scheduling of Board Officer Elections.
8. Discussion of competition for Ramsey County Title XX. funds with CLUES and possible cooperation with CLUES.

After discussion and

UPON MOTION, made by Jose Cruz and seconded by Alberto O. Miera, Jr., it was  
RESOLVED, that the Minutes of the Board of Directors Meeting of November 15,  
1979 be approved as submitted.

Frances Trejo and Juan Lopez were welcomed as new board members and representatives of the Ramsey Action Program and Legal Aid of Ramsey County respectively.

Regarding the report on the C.A.S.A. component, copies of letters from Don Henry (received 10/27/79) referring to conditions of November 24, 1979 contract award from Mr. Fashingbauer were provided. Mr. Flores passed along the assurance from Roy Garza that the agency modifications in staff, program objectives and funding amount are agreeable and that the contract will be finalized by the county. The proposed 1980 budget was included in this report. The staff changes which had been proposed were as follows:

From 1 secretary	to	1 outreach worker;
from 2 counselors	to	2 counselors;
from 1 program developer	to	1 program developer.



The program developer job description was informally approved by the Board in order that NIDA funds available through the state and federal government (\$20,000-\$30,000) be applied for. The Board acknowledged Hispanos en Minnesota's withdrawal from competition for Hennepin County funds through an agreement of Alberto Alcala with Centro Cultural Chicano. Mr. Flores described plans in the next five years to establish an inpatient and outpatient program at C.A.S.A.

At this point, Mr. Miera asked that Mr. Flores ask for retroactive approval of salary raises for all staff in the Work Equity Program from \$11,500 and \$12,000 to \$12,500.00 maximum.

Regarding the Health Program, Mr. Martinez asked that Hispanos en Minnesota avoid seeking bank loans and wasting money on interest payments. He recommended that all social service programs put pressure on funders to be timely in payments.

Regarding the Work Equity Program, Mr. Flores explained that a W.E.P. contract will not be finalized until January, 1980 due to delay in the city's receipt of the congressional allocation. The proposed contract is to be January, 1980 to August, 1980. Funds for the program are now paid through monthly extensions.

Regarding 69 W. Congress, Mr. Flores explained that public hearings may have to be held regarding the caretaker family. Mr. Ron Meyers of the Neighborhood Advisory Council abstained when the rest of the Advisory Council approved the tenancy of an additional caretaker family at the house. Mr. Meyers then complained to W.S.C.O. and the City Council. Since W.S.C.O.'s involvement with the issue ended with it's vote in favor of H.E.M. in early 1978, they will not be presiding at the hearings. Peggy Foster concurred. However, the Advisory Council of Neighbors will arrange public hearings on the recommendation of the City Council, probably on December 17, 1979. Mr. Flores indicated that H.E.M. can afford to be flexible in this matter, since the probationary period imposed by the City Council for limited tenancy is almost over, possession of the house close when the house may then be sold at a profit to get more housing. The McKnight Foundation supports this idea. Until then, since H.E.M. is behind four months in schedule and the caretaker idea is not integrated to the project, H.E.M. should be able to conciliate with other viewpoints. Mr. Miera asked that Ricardo verify that H.E.M. would indeed acquire the house and not have to compete with other agencies for it as had once been indicated by Terry McNellis of the City. He stated that the house should not be pulled from H.E.M. on a technicality.

The Board asked Mr. Flores to find a way to challenge a wage and hour general compliance review report by Mr. English of the Department of Labor alledging that H.E.M. had violated the law in not paying some employees compensatory time at time and a half. Mr. Flores emphacized that H.E.M. was investigated as part of a random sample of non-profit agencies, and that non-profit corporations apparently do not have the option of not paying for compensatory overtime as other employers do. No enforcement action is being considered at this time. The Board asked Mr. Flores to find differing legal interpretations, since the decision could financially hurt the agency. Mr. Martinez said such a decision would cripple all social service agencies. Mr. Lopez said he was "outraged" that the wage and hour division will not take action against abuses in farm-worker's wages, but is taking action against H.E.M.

UPON MOTION, made by Alberto Miera, Jr., seconded by Juan Lopez, it was unanimously

RESOLVED, that Ricardo Flores have Rita Burns contact former agency Executive Director Alberto Hernandez-Alcala immediately to demand repayment of personal expenditures (to be listed) within a certain time period.

Mr. Flores said Attorney Rita Burns believed there was enough substance in the charges of criminal personal expenditures of agency money to go to the county attorney. The Board discussed action on the former Executive Director's misappropriation of funds also. The possible need to communicate alleged misuse of agency funds with agency contractors was discussed.

UPON MOTION, made by Alberto O. Miera, Jr., and seconded, it was unanimously

RESOLVED, that the agency retain Comprehensive Accounting Services on the recommendation of Mr. Flores, at an annual rate of \$2,300/annum. Services may be cancelled within a 30-day notice, and include monthly financial statements, preparation for audit and year-end close-out reports.

The Board discussed the alleged \$28,000 budget deficit and existence of year-end monies.

The Board asked Mr. Flores and Mr. Perez to get literature on the National Council of La Raza and the National Concilio of America.

The Board placed the nomination and election of all Board officers at the top of the agenda for the next meeting (January 7 or 8, 1980).

Board members expressed concern that Ramsey County violated the public trust in allocating Title XX. monies to CLUES through circumvention of open competition procedures and through possible conflict of interest. The need for coordination in serving the Hispanic community was emphasized.

The Board discussed approaching the McKnight Foundation and Ramsey County to emphasize this need; the need for taking an aggressive instead of reactive role was emphasized by Mr. Flores and Mr. Rosas. Mr. Flores urged Board members to read the CLUES Title XX. Proposal in which is described vague overlapping objectives. Mr. Miera asked that Board members get copies of the Proposal and said "wherever the problems are, wherever we have not been involved, we must address that".

The meeting was adjourned.

Respectfully submitted,

/km

AGENDA

HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
May 13, 1980

- I. Approval of Minutes of Previous Meeting
- II. Old Business
  - A. Executive Director's Report
    - 1. Status Report of Site Relocation
    - 2. Aztlan Cultural Organization
  - B. Board Business
- III. New Business
  - A. Executive Director's Report
    - 1. Resolution of Facsimile Signatures - Secretary
    - 2. Selection of Battered Women's Advocate
    - 3. Audit Report for 1979 Completed
    - 4. H.E.M. Operating Revenue Status Report
  - B. Board Business

Minutes of the  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
April 15, 1980

Present: Francisca Vega, Arturo Perez, Manuel Cervantes, Max von Rabenau,  
Sal Rosas, Juan Lopez, Al Martinez, Irene Bethke

Absent: Frances Trejo, Alberto Miera, Jr., Maria Castor, Jose Cruz

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Schedule of \$2000.00 by July 30, 1980

Reimbursement of two others: Tree Control and #303

Schedule - 50% of money by July 30, 1980. Amended request - \$6,000 by July 30.

Minutes - HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting - April 15, 1980  
Page 2

Finance Committee met

Work experience - \$4000 must be reimbursed  
                                    2000 is legitimate  
A.Alcala \$1400/      \$2000 questionable

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Respectfully submitted,

Irene Bethke-Gomez  
Secretary

dg

#### STATUS REPORT OF SITE RELOCATION

Mr. Lee Gray and I have explored the possibility of leasing the space available at Concord and State Street. It is presently a ceramic shop called "The Creative Wheel". The location is ideal and central within the community. The only problem thus far is a consensus of cost. Lee Gray is asking \$350.00 a month plus \$150.00 a month on heat. He is apparently on a fuel budget program which requires him to pay throughout the year. We currently pay approximately \$350.00 per month in rent, utilities and heat. This total naturally increases during winter months.

I am currently looking at another site located at Wabasha and Isabelle Streets next to the "Blue Moon Bar". The cost would be \$350.00 plus heat and utilities.

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Carlos Espejo and I are currently working on completing the proposal to be submitted for consideration by Hennepin and Ramsey County, Department of Public Welfare and the Minnesota or Minneapolis Foundation. If successful, the program will be funded for \$120,000.00. At this point, Ramsey County has refused to fund a temporary grantwriter position to complete the writing of the proposal. Together with Carlos Espejo of the Department of Public Welfare, I will try to complete the writing of the proposal by June 10, 1980. This will allow us three weeks in which to submit the proposal for consideration. The deadline is June 30th.



## NEW BUSINESS

1. Resolution of facsimile signatures
2. Selection of Battered Women Advocate

The Advisory Committee for the Battered Women's Advocacy and Education Program will be reviewing resumes on May 19, 1980. The committee will then make recommendations for personal interviews based on the applicants' experience, qualifications and sensitivity to the issue. Interviews will be conducted on May 26 and the position will be filled as soon as possible thereafter.

The interview committee will include myself, a Personnel Committee Board member, and three Advisory Committee persons. The Advisory Committee is comprised of:

Elsa Perez  
Francis Zamora  
Lolly Smith  
Fermina Hernandez  
JoAnn Enos  
Maria Rios

Spanish Speaking Affairs Council  
Harriet Tubman  
Centro Cultural Chicano  
Centro Cultural Chicano  
Battered Women's Shelter  
WSCO



ADMINISTRATIVE REVENUE - 1980

	<u>W.E.P.</u>	<u>C.A.S.A.</u>	<u>HEALTH PROGRAM</u>	<u>BATTERED WOMEN</u>	<u>TOTAL</u>
Admin. Salaries <sup>R.F.</sup> <sub>F.R.</sub>	\$5,537.00	\$9,380.00	\$300.00	\$1,558.00	\$16,775.00
Telephone	0.00	0.00	450.00	360.00	810.00
Space Cost	0.00	500.00	0.00	0.00	500.00
Utilities	0.00	0.00	0.00	0.00	0.00
Comprehensive Acct.	0.00	944.00	0.00	0.00	944.00
Audit	0.00	1,420.00	0.00	0.00	1,420.00
					<u>\$20,449.00</u>

	<u>ESTIMATED EXPENSES</u>	<u>CONTRACT BUDGET</u>	<u>DIFFERENCE</u>
Administrative Salaries & Fringe	\$36,727.50	\$16,775.00	\$19,952.50
Telephone	5,658.12	810.00	4,848.12
Space Costs	3,600.00	500.00	3,100.00
Utilities	2,851.20	0.00	2,851.00
Comprehensive Accounting	3,312.00	944.00	2,368.00
Audit	3,521.99	1,420.00	2,101.99
	<u>\$55,670.61</u>	<u>\$20,449.00</u>	<u>\$35,221.81</u> P.D.

ADMINISTRATIVE EXPENSE - 1980

SALARIES & FRINGE

Executive Director:	Salary	18,845.00	
	F.I.C.A.	1,155.20	
	U.C. Tax	1,130.70	
	Group Health	1,437.60	
	Great West Life	<u>267.60</u>	22,836.10
Bookkeeper:	Salary	11,000.00	
	F.I.C.A.	675.00	
	U.C. Tax	660.00	
	Group Health	1,437.60	
	Great West Life	<u>118.80</u>	<u>13,891.40</u>
			36,727.50
<u>TELEPHONE</u>	(1) 471.51 x 12 months		5,658.12
<u>SPACE COST</u>	300.00 x 12		3,600.00
<u>UTILITIES</u>	(2) 237.00 x 12		2,851.00
<u>COMPREHENSIVE ACCT.</u>	276.00 x 12		3,312.00
<u>AUDIT</u>	294.16 x 12		<u>3,529.99</u>
			<u>55,670.61</u>

(1) (Sept.) 429.55 + (Oct.) 639.96 + (Nov.) 345.02 = 1,414.53 ÷ 3 = Average Monthly Billing

(2) (Oct.) 202.94 + (Nov. & Dec.) 509.87 = 712.81 ÷ 3 = Average Monthly Billing

DISTRIBUTION OF ADMINISTRATIVE SALARIES

	<u>EXECUTIVE DIRECTOR</u>	<u>BOOKKEEPER</u>
W.E.P.*	100.00	50.00
C.A.S.A.**	134.16	102.96
HEALTH PROG.***	150.00	-0-
BATTERED WOMEN	<u>-0-</u>	<u>39.97</u>
	384.16	192.93
 PAYROLL		
3-5-80	384.16	192.93
3-19-80	384.16	192.93
4-2-80	234.16	192.93
4-16-80	234.16	192.93

\*W.E.P. Contract expires Sept. 30, 1980

\*\*C.A.S.A. Contract expires Dec. 31, 1980

\*\*\*\$300.00 of Leopoldo Health Program divided equally into 3-5-80 and 3-19-80 payroll.

Minutes of the  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
April 15, 1980

Present: Francisca Vega, Arturo Perez, Manuel Cervantes, Max von Rabenau,  
Sal Rosas, Juan Lopez, Al Martinez, Irene Bethke

Absent: Frances Trejo, Alberto Miera, Jr., Maria Castor, Jose Cruz

UPON MOTION, made by Sal Rosas, seconded by Arturo Perez, it was  
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Minutes - HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting - April 15, 1980  
Page 2

Finance Committee met

Work experience - \$4000 must be reimbursed  
                                    2000 is legitimate  
A.Alcala \$1400/      \$2000 questionable

UPON MOTION, made by Francisca Vega, seconded by Al Martinez, the meeting was adjourned.

Respectfully submitted,

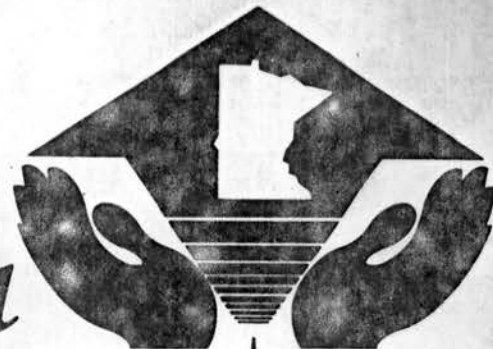
Irene Bethke-Gomez  
Secretary

dg



# Hispanos *en* Minnesota

Formerly Migrants in Action



May 9, 1980

Dear Board Member:

The next Board meeting of Hispanos en Minnesota, Inc. Board of Directors will be held Tuesday, May 13, 1980.

If there are any problems with attendance please notify Ricardo Flores so as to account for your absence.

#### Board of Directors

Alberto O. Miera Jr.  
*Chairperson*

Manuel Cervantes  
*Vice Chairperson*

Arturo Perez  
*Treasurer*

Irene Bethke-Gomez  
*Secretary*

#### Acting Director

Ricardo Flores

#### Services Provided

Migrant Services  
Health Outreach  
and Referral  
Housing Services  
Employment  
Education  
Community Development  
Chemical Abuse Services  
Education  
Research  
Counseling  
Intervention

An Equal  
Opportunity Employer

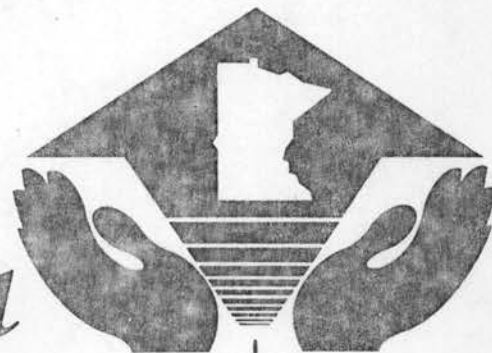
A United Way  
Agency



Serving Minnesota's  
Largest Minority  
Hispanics  
Latinos  
Chicanos

# Hispanos *en* Minnesota

Formerly Migrants in Action



Dear Board Member:

There will be a Board of Directors meeting April 15th at 5:30 -  
1162 Selby Avenue.

Please call Ricardo if you are not able to attend.

Enclosed you will find the minutes of the last Board of Directors  
meeting held March 11, 1980 and the new listing of the Board of  
Directors.

*Robert Avina*

*April 23*

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Serving Minnesota's  
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3-12-79

1. Francisca Vega moved to dismiss  
Rudolfo Diaz, since he has missed five  
meetings without explanation. (This is  
grounds for dismissal). Maria Castro seconded  
the motion. All votes were affirmative  
motion carried
2. Mrs Burke moved Alberto O. Miera seconded:  
That as a temporary emergency measure  
Ricardo Flores head up funding drive  
replacing Eugene More as Planning  
Coordinator. ~~Ricardo~~ <sup>He</sup> will report his activities  
in this capacity only. directly to the Board.  
motion carried
3. Maria Castro moved, Francisca Vega seconded  
That

## Minutes of Meeting

### Hispanos En Minnesota

Date: May 29, 1979 Time: 5:30

Members present: Salvador Rosas, Francisca Vega, Mary Head, Alberto Miera Jr., Irene Bethke

Members absent: Manuel Cervantes, Arturo Perez(excused), Max Von Rabenau, Maria Castor

### AGENDA

The meeting was called to order by the Chair.

The agenda was approved.

Minutes appr. as amended. Page 1 paragraph 3 tabled, page 1 item 2- last sentence stricken.

Mary Head moved that we hold the minutes approval until Ricardo gives us his input on page 1-paragraph 3, motion carried.

The executive director and planning coordinator are out of town on a funding conference. ( 303 )

Manpower Services slow as predicted in the first quarter. The outlook will be more comprehensive by June 30, 1979.

Budget - Jan. to Sept. 31, 1979 - \$103,000.00.

Alberto Miera suggested that better documentation of clients be developed to reflect what the needs are. What services were provided (and what services couldn't be provided) by us or any other agency?

Salvador Rosas suggested that better security of the H.E.M. building be looked into.

### Planning Department Report

Health: The House and Senate appropriated an annual health outreach grant of \$25,000 for H. E. M.

303 Plato System- furnished by Control Data. H. E. M. will provide basic services to a proposed 60 students for their participation. Proposal was submitted.

Money will have to be negotiated with Ramsey County.

Casa - Block grant for title 20 funds.

### 69 Congress House

To be on the next agenda:

Input from Gene Moore will be requested on the history of House.



Hispanos En Minnesota

May 29, 1979

Page 2

Mark Zimmerman Casa Coordinator

1. Casa Review- Ramsey County Mental Health gave a sight review during the two days of May 16th and 17th. The process was not clear as to its intent, however it does look promising.
2. Conference- June 1st and 2nd  
The speakers will be; Frank Gallegos, Jose Trejo, Frank Guzman.  
An invitation was extended to the board members to attend.
3. Riverview Hospital will be sold. Advisory Council to United Hospital Board - Ms. Lydia Guadalajara. *contact person*

Alberto Miera made a motion to accept the bylaws as revised.  
Seconded by Irene Bethke. Motion carried.

Cultural Arts Center: Instituto de Artes y Cultura 4 components:

Next meeting will be June 12, 1979 at 5:30.

Respectfully submitted,  
Irene Bethke

*Irene Bethke Sec.*

1. Theater
2. Cultural Arts School
  - a. Folkloric DANCE
  - b. " MUSIC
  - c. " CHORAL
3. Visual / FINE ARTS
- 4 MUSEUM

IB/mb

FLEETWAY  
ONION SKIN  
MADE IN U.S.A.



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STAT !!

- 1. Call and talk to Marty Gates
- 2. Call Frank Zaragosa - Union -
- 3. Fundraiser -
- 4.

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ADMINISTRATIVE REVENUE - 1980

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ADMINISTRATIVE EXPENSE - 1980

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M.E.A.

DISTRIBUTION OF ADMINISTRATIVE SALARIES

	<u>EXECUTIVE DIRECTOR</u>	<u>BOOKKEEPER</u>
W.E.P.*	100.00	50.00
C.A.S.A.** <i>amendment was difficult</i>	134.16	102.96
HEALTH PROG.***	150.00	-0-
BATTERED WOMEN	-0-	39.97
	384.16	192.93
 PAYROLL		
3-5-80	384.16	192.93
3-19-80	384.16	192.93
4-2-80	234.16	192.93
4-16-80	234.16	192.93

Presentation Packet -

Packet Brochure Profile

Slide \*W.E.P. Contract expires Sept. 30, 1980

Presentation \*\*C.A.S.A. Contract expires Dec. 31, 1980

History  
Description of Programs -

\*\*\*\$300.00 of Leopoldo Health Program divided equally into 3-5-80 and 3-19-80 payroll.

United Way

option for saving

Fringe benefits

to generate line item budgets.

amend contracts.

\$700-\$1000.00

Ashland property.

generate funding

Funding

1. Instituto de Arte y Cultura

Community

2

Annual Report.

3 foundations / HEM Board - to meet - for the situation

Cathedral - Church

Sac. Center - Martyr Gates

get - money from sb. goes -



Minutes of the  
HISPANOS EN MINNESOTA, INC.  
Board of Directors Meeting of  
March 11, 1980

Present: Alberto O. Miera, Jr., Jose Cruz, Frances Trejo, Max Von Rabenau, Salvador Rosas, Arturo Perez, Al Martinez, Francisca Vega, Irene Bethke

Excused: Manuel Cervantes

Chairperson, Alberto O. Miera, Jr. called the meeting to order.

The Chair recommended that staff coordinate with Board committees so that business will be taken care of in a more timely fashion.

UPON MOTION, by Al Martinez, seconded by Jose Cruz, it was

RESOLVED, that the minutes of the previous meeting of this Board of Directors be approved.

Report of the Executive Director was given by Ricardo Flores as follows.

Regarding the lease with Riverview Memorial Hospital, a letter was sent this date to Richard Anderson, Administrator, who has invited the West Side Health Center to bid for the house in question. The West Side Health Center will not be located at Riverview Hospital as planned. Al Martinez suggested contacting West Side Health Center to see if both agencies could be accomodated and to investigate their intentions.

Ricardo Flores stated that a bi-monthly reimbursement from Ramsey County for the C.A.S.A. program would be acceptable until July once the agency develops a six-month projection for C.A.S.A. expenditures. A letter and line item breakdown was submitted to the Board. ERROR: Tom Barret was referred to in place of Tom Barris. In the past, Tom Fashingbauer, Don Henry, Tom Barris and Roy Garza were to review reimbursement budget before approval. At this time, approval rests with Mr. Don Henry only.

Application was made to the St. Paul Foundation for \$45,075.00 for the Leopoldo Munoz Health Outreach Program. Possible funding may be secured from General Mills who had made an earlier pledge of \$10,000.00 for a health research project. Kay Franey's salary terminates as of April 1, 1980 but may be extended with a conversion of budget line items to salary.

Ricardo Flores stated that a letter has been sent to Vice President Mondale with an invitation to speak as a result of the desire to investigate his policy toward Hispanics and the importance of Minnesota Hispanics.

Ricardo Flores submitted to the Board copies of his February 18, 1980 letter to Mr. Jim Apps of Ramsey County in which he responded to the letter of January 22, 1980. A follow-up letter has been sent since and there has been no response. Alberto Miera indicated that the issue could rest, that the point has been made.

The Chair invited comments on issues not listed on the agenda.

Arturo Perez asked if the Board wanted to support legislation of interest.

UPON MOTION, by Arturo Perez, seconded by Frances Trejo, it was

RESOLVED, that H.E.M. sent a letter of support of the Migrant Bill.

Al Martinez added a friendly

AMENDMENT to the above resolution to include that Ricardo Flores make an appearance and coordinate with Tom Barrett.

The above motion and amendment were resolved unanimously.

The Personnel Committee is to have direction from the Board at the next meeting for the Executive Director status.

UPON MOTION, by Irene Bethke, seconded by Frances Trejo that the Board accept the Finance Committee's recommendation of one stamp signature and one written signature on checks over one hundred dollars, and a friendly

AMENDMENT, by Al Martinez that all checks require one stamped and one signed signature, it was

RESOLVED, that all checks require one stamped and one signed signature.

Selection criteria for Battered Women's Advocate will be referred to the Personnel Committee.

Ricardo Flores has met with Bob Minton of United Way to discuss the H.E.M. project of a newspaper.

Ricardo Flores reported on the status of the Spanish Speaking Film Series. The location of the films will be Humboldt High School with the first film scheduled for March 22, 1980. Advertising is in process.

The outpatient proposal request has not been completed as of this date.

Regarding the "303" case, Ed Kautzer has been retained and will need assistance.

Comprehensive Accounting Services was discussed.

The meeting was adjourned.

Respectfully submitted,

IRENE BETHKE  
Secretary

HISPANOS EN MINNESOTA

Board of Director's Meeting of  
September 11, 1979

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Approval of the Minutes
5. Executive Director's Report
  - a) Housing Task Force
  - b) C.A.S.A.
  - ~~c)~~ Planning Department
  - ←d) Accounting Department
  - e) Additions
6. Standing Committee Reports
7. Unfinished Business
  - a) Board Nominees — A.M.
  - b) Election of Officers
8. New Business
9. Motion to Adjourn

MINUTES  
HISPANOS EN MINNESOTA, INC. Board of Director's Meeting  
of August 22, 1979

Present: Salvador Rosas, Chairman  
Alberto O. Miera, Jr., Mary Head, Irene Bethke, Arturo Perez,  
Francisca Vega, Alberto Alcala, Marc Zimmerman

Six members of the Board of Directors were present, thereby constituting a quorum.

The meeting was called as a special meeting for the purpose of examining the issue of the termination of Carmen Rodriguez, employee of HEM/CASA.

The chairperson, Salvador Rosas, called the meeting to order and asked Mr. Rodriguez if he wanted to delay the meeting to have the opportunity to seek legal counsel. Carmen Rodriguez stated that he did not wish to delay the meeting. Mr. Rodriguez was then asked if he preferred a closed meeting to which he replied that he did not mind that the meeting be an open one. Mr. Rosas reviewed the personnel committee hearing, the committee having consisted of Salvador Rosas, alternate and Arturo Perez. Mr. Rosas asked Alberto Miera, Jr. to chair the meeting since Mr. Rodriguez had not felt the personnel committee hearing to have been a fair one, and since Mr. Miera had not been on the personnel committee. No one objected to that arrangement. Mr. Miera asked Mr. Rodriguez if he objected to an open hearing or taping the meeting. Mr. Rodriguez asked if he could also tape the meeting to which an affirmative response was given. Mr. Rodriguez then agreed that the meeting could be taped. Mr. Alberto Alcala, Executive Director, asked if Mr. Rodriguez if he had any witnesses that he would like to present. Mr. Rodriguez stated that his witnesses had not appeared as yet. Mr. Alcala asked for the privilege of calling witnesses.

Mr. Alcala reviewed the personnel policy pertaining to the procedure used in suspending Mr. Rodriguez. Mr. Alcala and Marc Zimmerman read the overview document of facts on Mr. Carmen Rodriguez's suspension. Sal Rosas requested that Mr. Rodriguez be given a copy of the documents concerning this case. Marc Zimmerman reviewed his procedure with Mr. Carmen Rodriguez. Mr. Alcala and Mr. Marc Zimmerman requested that Mr. Rodriguez's termination be upheld. Mr. Miera inquired if there were any questions from the Board. Arturo Perez asked about the reprimand and Marc Zimmerman responded that the memo was located at page 45 in the packet. Mary Head asked for an explanation for the expression "out of channels". Alberto Alcala answered that Mr. Rodriguez had four steps in the procedure to follow, but that he had used two steps and then chose to go outside the agency. Mr. Miera asked about the "pequenos group" and it was explained that they were children's groups under Carmen Rodriguez's supervision. Arturo Perez asked if Mr. Rodriguez was given authority to ask for funders of CASA and communicate with them. Mr. Alcala responded in the negative. The Chair asked Mr. Rodriguez if he had any witnesses to which he responded that not at that time.

Mr. Rodriguez stated that he was never provided a copy of the letter of termination dated August 16, 1979 from Sal Rosas.

Mr. Rosas suggested that Mr. Alcala and Mr. Zimmerman review the presentation so that Mr. Rodriguez would understand the allegations. Mr. Miera asked Mr. Rodriguez if he understood the allegations and Mr. Rodriguez stated that it was difficult to understand them. The Chair asked for a ten-minute recess to review

the allegations.

After the recess, a previous statement made to the effect that Mr. Rodriguez was a "former employee" was corrected to be "employee". Mr. Alcala stated that Mr. Rodriguez is considered a suspended employee but still in the employ of the agency. Mr. Rodriguez then asked that Mr. Nick Castillo, Jr. help him as an advisor. The Chair asked if the Board objected and there were no objections.

Marc Zimmerman stated that all the charges in the hearing on suspension were also applicable for termination. He stated that there are several categories for termination (p. 48, document addressed to Mr. Rodriguez) and that the 7-26-79 memo established the grounds of gross misconduct. He also stated that there has been an intensity of the actions not covered in the initial charge. He stated that Carmen Rodriguez's behavior while under suspension has intensified the grounds for termination by a) falsely proclaiming a strike, b) slandering the agency, c) releasing confidential information about staff, d) appealing to outsider investigators, and e) embarrassing the agency and impeding the provision of services.

Mr. Carmen Rodriguez then presented a written rebuttal. The Chair asked that copies of the document be made available to the Board. Sal Rosas asked Mr. Rodriguez to address the specific issues and not to digress. Regarding the "pequeno group", Carmen stated that it was "a one-man operation" and that he had approximately 120 Chicanos in the group, 35 in Minneapolis and 90 in St. Paul. Mr. Rodriguez stated that his actions were in accord with the agency's ideals, i.e., the service of clients. Carmen stated that he was not "feathering his nest" and that he did not go out of channels. Mr. Rodriguez stated that he was serious and concerned.

The Chair asked if Mr. Rodriguez had any documents to submit to the Board to which he answered in the negative. The Chair asked that Mr. Rodriguez address the specific charges and to provide the Board with any documents. Carmen Rodriguez stated that a document in his support had been provided (pp. 28-33 in packet).

The Board of Directors then interviewed several HEM/CASA staff members present at the meeting: Ricardo Sepeda, Dora Mesa and Leonor Brandt, a volunteer, Minnesota Migrant Council Work Experience Aide and Advocate, respectively. These interviews were held in the absence of agency employees.

Sal Rosas then asked if the flyer had been produced by Mr. Rodriguez to which he answered that no, that he had been asked to be the community negotiator. Mr. Rosas then asked if Mr. Rodriguez had distributed the leaflet, to which Mr. Rodriguez answered that yes, he had. Mr. Rosas asked if Mr. Rodriguez had contributed any information for the flyer, to which Mr. Rodriguez answered that he did not know. Mr. Rosas then asked if Mr. Rodriguez had put the names on the flyer and Mr. Rodriguez answered that no, he did not. Mr. Rosas asked if Mr. Rodriguez had put the individual's names on the flyer and Mr. Rodriguez answered in the negative. Regarding the second flyer, Mr. Rosas asked Mr. Rodriguez if he had had anything to do with the flyer and Mr. Rodriguez answered that he had not.



Mr. Nick Castillo, Sr. then stated that he had become involved in this issue because Mr. Rodriguez had come to him to tell him of his suspension and lack of pay.

Mr. Ignacio Briseno addressed the Board with his concern on behalf of the community.

The Chair then reiterated that Mr. Rodriguez limit himself to the issue and that there were specific charges that needed to be addressed.

Irene Bethke asked for a description of Mr. Rodriguez's duties with the "pequeno group". Mr. Zimmerman stated that the ages of the participants ranged from 5-12 years of age. Ms. Bethke asked about the agenda for the meetings, the criteria used and the funding source.

Mr. Miera asked what length of time Mr. Rodriguez had been the Coordinator of the CASA program to which Mr. Rodriguez answered June, 1978 to January of 1979. Mr. Miera asked who had hired Mr. Rodriguez to which Mr. Rodriguez answered Mr. Roberto Avina and Frank Guzman, former Deputy Director and Executive Director respectively. In January, 1979, Mr. Rodriguez's position was changed to a supportive position at CASA. Mr. Miera stated that there had been no Anglo involved in that position change. When Mr. Rodriguez was asked why he had not approached the Board previously, he stated that he was aware of previous attempts to approach the Board and the following lay-offs. Mr. Miera asked Mr. Rodriguez if he had gone to outside sources to which Mr. Rodriguez stated that he had. Mr. Miera stated that Mr. Rodriguez had gone to managers of funders who were Anglo and not to the all-Chicano Board of HEM.

Francisca Vega stated that she had sat on the previous personnel committee in January and was aware of Mr. Rodriguez's position change. Ms. Vega asked if Mr. Rodriguez had accepted the Advocates position to which Mr. Rodriguez answered that he had. Ms. Vega stated that Mr. Rodriguez had never been fired from the position of Coordinator and that he had registered no complaint at the time of his position change. Ms. Vega stated that Mr. Rodriguez had said he had been uneasy with his position of CASA Coordinator and that he did not feel qualified to be Coordinator. He had stated that he felt more at ease in the Advocate position. Alberto Alcala then stated that Carmen Rodriguez had never been fired from his position but was offered an alternative position.

Mr. Sal Rosas asked Mr. Rodriguez if he felt he was receiving a fair hearing. Mr. Alberto Miera asked Mr. Rodriguez if he felt he was receiving a fair hearing. Mr. Rodriguez stated that he felt he was being victimized. Mr. Miera stated that his major concern was if Carmen Rodriguez had distributed the flyers. He (Mr. Miera) asked Mr. Rodriguez if he was aware of their distribution to which he answered that yes, he was aware. Mr. Miera asked if Mr. Rodriguez had given his approval for the distribution of the flyers and Mr. Rodriguez answered that yes, he had. Mr. Miera asked who the members of the committee were who made the flyers and if anyone from that committee was in attendance at the meeting. Mr. Nick Castillo, Jr. stated that he had gotten the flyers but that he had not made them.

The Chair asked that a vote be taken and if the Board desired to vote in public or private. The vote was taken in private session. Any necessary action is to be handled by Salvador Rosas.

Ricardo Flores stated that there were no longer funds for the DOL 303 program. He also recommended that the Tree Project be terminated. He stated that the CASA funds were held until October 1, 1979.

UPON MOTION by Alberto Miera, Jr., seconded by Arturo Perez, it was  
RESOLVED, to close the Tree Project.

UPON MOTION by Alberto Miera, Jr., seconded by Mary Head, it was

RESOLVED, that each Board member attempt to raise \$1,000.00 in funds for use by the agency.

The next meeting of the Board of Directors was scheduled for 5:30 p.m. on September 11, 1979.

The meeting was adjourned.

Respectfully submitted,

IRENE BETHKE  
Secretary

IB/km

HISPANOS EN MINNESOTA

Board of Director's Meeting of  
July 26, 1979

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Approval of the Minutes
5. Executive Director's Report
  - a) Housing Task Force
  - (A) b) C.A.S.A.
  - c) Planning Department
  - d) Accounting Department
  - e) Additions
6. Standing Committee Reports
7. Unfinished Business
  - a) Board Nominees
  - b) Election of Officers
8. New Business
9. Motion to Adjourn

Agenda of  
Hispanos En Minnesota, Inc.  
Board of Director's Meeting of  
May 29, 1979

1. Call to Order
2. Roll Call
3. Approval of the Agenda
4. Approval of the Minutes
5. Executive Director's Report
  - a) Planning Department
  - b) C.A.S.A.
6. Standing Committee Reports
7. Unfinished Business
  - a) Formal Approval of Revised Bylaws
  - b) Campa-Avina Law Suits
8. New Business
  - a) Selection of New Board Members
9. Additions
10. Motion to Adjourn

ANNUAL MEETING  
NOVEMBER 22, 1980  
6:30 P.M.

- I. APPROVE MINUTES
  - II. APPROVE AGENDA
  - III. ANNUAL REPORT - CHAIRPERSON
  - IV. ELECTIONS:
    - A. INTRODUCTION OF THE BOARD,
    - B. ROLE OF THE BOARD.
    - C. NOMINATIONS FOR VACANCIES,
      - C.1. EIGHT ONE-YEAR TERMS,
      - C.2. ELECT RESIGNED SEATS.
      - C.3. ELECT CHAIRPERSON,
  - V. NEW BUSINESS
  - VI. OLD BUSINESS
  - VII. ADJOURN
- POT LUCK - WINE, B.Y.O.B.

Minutes of the  
HISPANOS EN MINNESOTA INC.  
Finance Committee Meeting of  
October 21, 1980

Present: Francis Trejo, Francisca Vega, Juan Lopez, Al Martinez

Staff Present: Ricardo Flores

The agenda for the meeting was established as follows:

1. Proposal for the sale of 69 W. Congress House
2. Payment of current outstanding liabilities
3. Alternatives to paying current liabilities, i.e. United Way, 69W. Congress House Sale, Bankruptcy

The Director opened by giving a report on plans to obtain the Title to 69 W. Congress House and subsequently used the funds to purchase a more suitable facility. This would allow new incoming Director to begin without the burden of gross outstanding liabilities, and to begin at a balanced budget.

After discussion and,

UPON MOTION, made by Al Martinez, seconded by Francis Trejo, it was decided that all creditors would be approached with an explanation and plan on how Hispanos en Minnesota would pay them back.

The Director presented options of using funds from the General Account to pay current billings, until such time as funds would become available to reimburse the account. This was opposed due to the questionable legality of such a transaction of funds, and past experiences in similar.

After discussion, and

UPON MOTION, made by Al Martinez, seconded by Juan Lopez, it was RESOLVED, that we not under any circumstances transfer funds from other accounts to pay outstanding debts.

After discussion, and

UPON MOTION, by Al Martinez, seconded by Francisca Vega, it was RESOLVED, that the Finance Committee conduct special meetings during which an exploration of alternative funding, for possible use in the payment to creditors, be conducted, i.e. Sale of 69 W. Congress House, United Way, Foundations, Bankruptcy etc.



After discussion, and  
UPON MOTION, made by Juan Lopez, seconded by Al Martinez, it was  
RESOLVED, that staff make preparations to acquire the Title to the  
69 W. Congress House from the City of St. Paul.

The Director reported on the Battered Women's Advisory Committee's request to establish and control their own account with funds raised during fundraisers for the Battered Women's Program. Proceeds from the account would be used for purposes the Advisory Committee deemed reasonable, i.e. Supplies, Postage, Conferences, workshops, for staff and the Advisory Committee.

After discussion and,  
UPON MOTION, made by Juan Lopes, seconded by Francisca Vega, it was  
RESOLVED, that an account for the purposes explained to the Finance Committee could not be allowed due to an evident violation of the Minnesota Charitable Contributions law. A recommendation to the Battered Women's Advisory Committee was that they establish an independent account for the purposes explained, and which would not be in violation of the Charitable Contributions law. This could be accomplished by establishing a non-affiliated group, with either Hispanos en Minnesota, or the Battered Women's Program, and which would not require the use of staff time in coordinating or implementation of fundraisers.

Motion to adjourn was made by Juan Lopez, seconded by Francis Trejo.

Next Finance Committee Meeting will be

HISPANOS EN MINNESOTA  
Meeting of the Board of Directors  
Agenda  
December 9 , 1980

Call to Order

Roll Call

Approval of Agenda

Approval of the Minutes

Executive Directors Report

- a) Program Report
  - 1. C.A.S.A.
  - 2. Health Outreach Program
- b) United Way

Standing Committee Reports

- a) Finance Committee
- b) Personnel Committee

Old Business

New Business

Motion to Adjourn

Minutes of the  
HISPANOS EN MINNESOTA INC.  
Board of Directors Meeting of  
October 14, 1980

Present: Francisca Vega, Francis Trejo, Alberto Miera, Al Martinez  
Jose Cruz, Maria Castor, Manuel Cervantes

Absent: Max VonRabenau

Staff

Present: Ricardo Flores

The agenda for the meeting established as follows:

1. Administrative Revenue Report
2. Fiscal Recommendations for 1981
3. 1979 Audit
4. United Way Panel meeting
5. C.L.U.E.S. proposal
6. Personnel policy recommended changes and modifications
  - a. Employee Insurance
  - b. Maternity Leave
  - c. Compensatory time
  - d. Vacation Time
7. By-Laws
  - re: Board member absences

After discussion and,

UPON MOTION, made by Francis Trejo and seconded by Jose Cruz  
it was

RESOLVED, that the minutes of the board of directors of  
September 17, 1980 be approved as submitted.

The Director gave a report on the status of the 1981 contracts and budget reports. The status of the H.U.D., W.E.P. and C.A.S.A. contracts is that they are all being finalized for 1981. Funding for the Health Outreach program has been assured for the next two years with a total of a 17% increase during the period of the contract. Our request to the state was for an additional 50% increase in funds. This would allow for salaries and operating costs of all staff. Negotiations are currently on-going with Commissioner George Peterson, and Margret Sandberg of the Minnesota Department of Health. We should have a determination on this by November.

The Battered Women's Program will come up for refunding consideration in May, 1981. The liklihood of this contract being refunded looks good.

Notice of resignation was given by Ricardo Flores to the Board of Directors. With the announcement to resign he also requested to be considered as a possible Board member, or as an advisor to the Board of Directors. Reasons for leaving were personal and were not reflective of the agency or members thereof.

Along with the resignation notice the Director presented a Fiscal Recommendations Report for 1981 to the Board of Directors. His proposal was to liquidate current property assets which could in turn be used to pay any outstanding liabilities before the end of the year. This would assure that the new Director could begin with a zero based budget and use the remainder of the funds to acquire a facility that could more suitably accomodate our administrative and emergency shelter needs.

After discussion and,  
UPPON MOTION, by Al Martinez, seconded by Francis Trejo, it was RESOVLED, that the board appoint the Finance Committee to research the Directors recommendations and report back to the Board at its next meeting any findings or recommendations it might have made.

After discussion and upon  
MOTION, made by Francis Trejo and seconded by Al Martinez, it was RESOVLED, that the Finance Committee would conduct a special meeting on October 21, 1980 at 4:00 to discuss the Directors recommendations

Notice was given that Daniel Rodriguez was in intensive care at Bethesda Hospital, and that his illness might effect the scheduled completion of the Audit. This in turn could possibly influence the funding consideration of the United Way on our 1981 request.

After discussion, and upon  
MOTION, made by Frances Trejo, seconded by Juan Lopez, it was RESOLVED, that a card and flowers be sent to Daniel by the Board of Directors.

After discussion and,  
UPON MOTION, by Al Martinez, seconded by Frances Trejo, it was RESOLVED, that the Chairperson of the Board be available to meet with and discuss with United Way staff and panel members any consideration of funding for Hispanos en Minnesota.

After discussion, and upon  
MOTION , by Alberto Meira, seconded by Jose Cruz, it was  
RESOLVED, that Hispanos en Minnesota approve the C.I.U.E.S.  
proposal to act as their Fiscal Agent, and appoint a task comm-  
ittee to develop a contract proposal that if accepted could act  
as the contract agreement between the two organizations.  
Abstentions: Maria Castor

A report was given by the Director to consider ammending  
several personnel policies, which would require Board approval.

After discussion and  
UPON MOTION, by Jose Cruz, seconded by Juan Lopez, it was  
RESOLVED, that all Personnel recommendations should go to the  
Personnel Committee for review and discussion.

A Report was made on Board member absences.

After discussion and upon  
MOTION, made by Jose Cruz, seconded by Manuel Cervantes, it was  
RESOLVED, that this matter would be tabled for discussion at the  
next scheduled Board of Directors meeting.

Motion to adjourn was made by Jose Cruz, seconded by Manuel  
Cervantes.

Next Hispanos en Minnesota Board of Directors meeting will  
be November 11, 1980.

Respectfully Submitted

Francis Trejo

## Program Report

### C.A.S.A.

The Ramsey County Board of Commissioners will review and decide the 1981 C.A.S.A. contract on November 19, 1980. We have prepared and submitted all the required materials to Mr. Don Henry at the Ramsey County Human Services, Finance Department. On November 12, 1980 I will be meeting with Mr. John Irgens, Finance Department, to discuss some questionable budgetary items. This is a formality and should not pose any problems in the approval of the C.A.S.A. contract at the already approved level of \$116,700.00.

### Health Outreach Program

The status of this contract is unclear at this time. This is due in part to the Governor's budgetary cuts, and the state deficit. In a letter from Commissioner Geo. Petterson, Minnesota Department of Health, he appears to have firmly taken the position of not increasing the current Health program budget, and goes on to inform us of his department's contingent plan for funding at a 90% level; with a hint that this may become the case..

The immediate concern is what to do about carrying Health Staff salaries. At the proposed cost of living rates mentioned we cannot possibly carry two full-time staff. We have been unsuccessful in generating the extra needed funds; and currently have proposals with the Honey Well Corporation, the St. Paul Foundation, and the Burlington Northern Railroad. At present the program is operating at minimal level, due to the necessary lay-off of Kay Franey.

We are continuing to submit proposal requests for the program and are also coordinating with legislators in mustering support for an increased budget request.

Kay Franey spoke with the Health Aid at the Governor's Office, Monty Martine. They are not sure the Governor will have to slash the Health Budget, but will know for certain in December. State health is an above average priority and is less likely to be slashed. They are figuring on the basis of taxes to be collected in July of 1983, which would considerably change the Deficit projection.



minnesota department of health

717 s.e. delaware st. minneapolis, mn 55414

October 31, 1980

Ricardo Flores  
Executive Director  
Hispanos en Minnesota  
551 State Street  
St. Paul, Minnesota 55107

Dear Mr. Flores:

I have received your letter of concern regarding an increase in the funding of your grant for the next two year budget cycle. Our budget request incorporates an increase of 9.1% in F.Y. 1982 and 8.6% in F.Y. 1983 from the base level of \$25,000, authorized by legislation for your program in F.Y. 1981. Our request for funds for your program in F.Y. 1982 is \$27,275 and in F.Y. 1983 is \$29,620. This is consistent with the cost of living increases provided for all the health programs administered by this department. If you feel it is necessary to expand your program beyond this level, I encourage you to work closely with the Ramsey County Community Health Services Agency. Your needs should be expressed at the public hearings required as a part of the planning process. A major thrust of the Community Health Services Act is for priority setting at the community level.

I would like to call your attention to the fact, that as a part of our budget preparation this year we were required to develop a contingent plan for funding at 90% of our request level. One of the criteria we used to choose programs for cutbacks under this requirement was to choose those programs that could be provided at a local level of government and were not mandated by the state. This is consistent with the philosophy of the Community Health Services Act. As a result, your program would be one that would not be funded from our budget if it becomes necessary to implement the contingent plan. This is another good reason to make your voice heard in the development of the Community Health Services Plan.

I hope this serves to clarify the Department of Health's position regarding the services provided by Hispanos en Minnesota. If you have any questions, please feel free to contact me.

Sincerely,



George R. Pettersen, M.D.  
Commissioner of Health

# Hispanos *en* Minnesota

Formerly Migrants in Action



November 10, 1980

Representative James Rice  
249 State Office Building  
St. Paul, Minnesota 55155

Dear Representative Rice:

Congratulations on your re-election! I am writing to request the same assistance you lent us in 1979, when you successfully authored a health grant of \$50,000 in cooperation with former Senator McCutcheon.

The grant will very likely be cut from the health budget if the budget is slashed by ten percent as the Governor has indicated.

We are asking you to re-introduce the grant, this time at \$80,000. I have spoken to another member of the health appropriations committee, Dr. Robert Reif, about our needs. I think he will support such a bill.

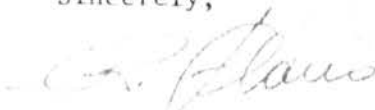
I think such a bill would also be supported by the Ramsey County lobbyist since we have linkages with the city and county health departments and we provide volunteer translation to St. Paul Ramsey Health Center.

Please let us know when we could meet with you to discuss this. Enclosed please find some material on the program and press clippings on Hispanic sentiments. Thank you for your consideration.

Sincerely,

Kay Franey

Sincerely,

  
Ricardo Flores  
Executive Director

Board of Directors  
Alberto O. Mera Jr.  
Chairperson

Manuel Cervantes  
Vice Chairperson

Frances Trejo  
Treasurer

Irene Bethke Gomez  
Secretary

Acting Director  
Ricardo Flores

Services Provided  
Migrant Services  
Health Outreach  
and Referral  
Housing Services  
Employment  
Education  
Community Development

Chemical Abuse Service:  
Education  
Research  
Counseling  
Intervention

An Equal  
Opportunity Employer

A United Way  
Agency



Serving Minnesota's  
Largest Minority  
Hispanics  
Latinos  
Chicanos

United Way

I was informed by Mr. Bob Minton today that Hispanos en Minnesota would not be considered for funding by them for 1981. This was due, he said, to our inability to submit the required materials in time for him to review them prior to the Allocations Panel meeting. I explained to him that our lateness was compounded by Daniel's illness, and that we had all our materials prepared and ready to submit. This was of no avail, however, as the Allocations Panel had already made their decision.

When asked whether this would effect our United Way membership he indicated that it would not, and that we simply would not receive funding this coming year; that being a member organization we would not have to forgo the application process that new applicants must complete. I also asked about our submitting requests to St. Paul Corporations; while remaining a United Way member. He was uncertain about this, but hastened to add that no requests should be submitted without first consulting with the United Way.

Hispanos en Minnesota, Inc.  
Board of Director Meeting  
January 13, 1980  
Adgenda

Roll Call

Approval of Minutes

Director's Report.

1. Old Business.
  - a) Administrative report
2. New Business.
  - a) Board member nomination's
  - b) Bremmer foundation report  
re: Health project.
  - c) Aztlan report  
re: Halfway House proposol
  - d) Spanish Speaking Affairs Council  
report  
re: HIRE project
  - e) GROUP HEALTH REPORT  
re: Rate increases
  - f) Latino Employability development  
Project  
re: Approval to submit for funding.

Minutes of the  
Hispanos en Minnesota, Inc.  
Board of Directors Meeting of  
December 16, 1980

Present: Al Martinez, Alberto Miera, Juan Lopez, Jose Cruz

Absent : Manuel Cervantes, Frances Trejo, Francisca Vega  
Maria Castor, Irene Gomez-Bethke, Max VonRobenau

Staff: Ricardo Flores, Eduardo Villalon, Maria Vega

Correction to the Minutes of October 14, 1980

1. Minutes of November 11, 1980 should reflect the appointment of Al Martinez and Francisca Vega as committee numbers assigned to review CLUES proposal.
2. Minutes of October 14, 1980 aid not include Juan Lopez as being present at meeting.

The Agenda for the meeting was established as follows:

1. C.A.S.A. program report
2. Health Outreach program report
3. United Way report
4. Agency financel report
5. Directors recommendation on personnel changes
6. Report on 69 W. Congress house and Title transfer process
7. Film Makers Proposal

After discussion and,

UPON MOTION, by Jose Cruz, seconded by Al Martinez, it was RESOLVED, that the minutes of the Board of Directors meeting of October 14, 1980 be approved with modifications.

The Director gave a report on the title transfer process for the 69 W. Congress House. Bill Dudley from the City Planning Office is expecting lease to be signed and submitted with HEM's clause reflecting commitment by City to entered into transfer process within specified period of time.

Don Lauler, assistant County Attorney, for Hennepin Co. will assist David Wilson in developing clause to be entered into agreement. After discussion by Board members it was resolved that the Director should delegate the responsibility of this project to David Wilson, H.E.M. Housing Coordinator.

A report was presented on the state of the Health Outreach project. We are requesting \$50,000. for the project over the next biennium. This reflects a zero increased budget due to speculations that Governor Quie will seriously consider a 90% Health Budget for the state. If the 90% budget is approved for the state Health budget the Health Outreach program, Migrant Health services, and the Native American Health project will all be adversely effected.

A report was presented by the Director on the United Way's agreement to support our fundraising efforts in St. Paul. Funding requests have been submitted to the McKnight Foundation for \$62,000.00, and the Dayton-Hudson Foundation for \$20,000.00. The requests are for administrative and operating east purposes. Funding determination will be made on both requests by March.

A report was made by the Director on the proposed project with Film Makers Inc. The film production would be educational and marketed to chemical dependency programs, educational projects, and film libraries.

UPON MOTION, by Jose Cruz, seconded by Al Martinez, it was resolved that Eduardo Villalon should be delegated the authority to continue researching project possibilities.

At this point Director requested Executive session with BOD and all staff present were asked to leave.

Director reported on need to consider redefining staff roles and responsibilities, and staff lay-offs as a provision for generating additional revenue for compensation and administrative and other operating costs.



UPON MOTION, by Jose Cruz seconded by Al Martinez it was resolved that Director be authorized to appropriate the necessary funds from program line items to off set administrative expenses.

A report was submitted on the status of the Executive Director position. After Discussion and,

UPON MOTION, by Juan Lopez, seconded by Al Martinez, it was RESOLVED, that Ricardo Flores would remain with Hispanos en Minnesota as Acting Director for an unspecified period of time, or until arrangements could be made to appoint Executive Director.

A recommendation was made to Director that search process be tabled, and resumes maintained until such time as Board of Directors seems fit to reopen process.

Meeting was adjourned.

Respectfully

Alberto Miera