



## CLAC 2<sup>nd</sup> Quarter Meeting Minutes

Location: 60 Empire Dr. St. Paul, MN 55103

Date: November 21, 2009

Time: 10:00 a.m.-1:30 p.m.

### **In attendance**

**Council Members:** Nicholas Juárez (Chairman), Elia Bruggeman (Vice-Chairwoman), Mario Vargas (Secretary), Edgardo Rodriguez (Treasurer), Sonia Mayo Hohnadel, Teresa Dawson, Antonio Lizano, Adriana O'Meara, Alma Garay-Lehn, Michael Rosario, Maricruz Hill, State Representative, Al Juhnke

**Absent:** State Representative, Linda Slocum; State Representative, Jim Vickerman; State Senator, Joe Gimse

**Staff:** Executive Director, Hector Garcia; Administrative Assistant, Gladys Rodriguez; Community Liaison, Oscar Echandi.

**Guests:** Rodrigo Marquez, Consulate of Mexico; Mario Hernandez, Dept. of Human Rights; Stace Rierson, St. Cloud State University.

*Meeting convenes at 10:05 am*

**Call to order and agenda consensus:** Meeting called to order by Council Chairman Juarez. He asked for introductions from the group. Chairman Juarez announced the purpose of the meeting and the expected outcomes. He asked if anyone had additions or corrections to the agenda and suggested moving the treasurer's report to combine it with the Finance Committee Update. As a New Item, Vice-Chairwoman Elia Bruggeman added to discuss and inform of MNSCU's events to target the Latino community. Chairman Juarez included a discussion and motion to appoint board members to the office of the Ombudsperson for Spanish Speaking Families. One last item proposed by Council member Sonia Hohnadel is discussion on the recruiting of new appointees to the Chicano Latino Affairs Council Board representing District 1 and District 7.

**Motion:** A motion was made by Council treasurer Edgardo Rodriguez to approve agenda as amended. The motion was seconded by Council Vice-Chairwomen Bruggeman and passed unanimously with an all in favor vote.

**1<sup>st</sup> Quarter Meeting Minutes Review and Approval, August 15, 2009:** Council Secretary Mario Vargas presented the meeting minutes and stated that these minutes are a condensed report from a 15 page report. It took some time to draft minutes because of detailed budget reporting. Council member Hohnadel clarifies that Admin. Assistant Gladys Rodriguez should draft the minutes and provide to executive director for review and lastly submit to the Council secretary for final revision and approval. Council Secretary Vargas states that because of the sensitivity of the August meeting due to the discussion of the executive director he drafted the minutes.

Board members acknowledged that the minutes were received the night before the meeting and didn't get a chance to carefully study them and didn't feel comfortable approving without revising.

**Motion:** Council Vice-Chairwoman Bruggeman makes a motion to postpone the approval of the August 15, 2009 meeting minutes until the next board meeting on February 20, 2010.

*Discussion on the Motion:* Member Hohnadel comments that minutes are long and they should be a summarization of discussions including motions, action items and outcomes. Chairman Juarez comments that Rosa Tock, Legislative Director, had volunteered to propose a suggested format which includes a chart that outlines the Discussion, Actions and Response levels which she's familiar with through one her volunteer Boards.

Council secretary Vargas shares that the minutes contains general discussion including the motion of board members getting reimbursement for per diems and travel payments retroactive for board meetings and committee

meetings. Council secretary Vargas suggests approving the meeting minutes and those who do not feel at ease with approving the minutes can abstain from voting.

Motion to postpone the approval of the August 15, 2009 meeting minutes until the next board meeting on February 20, 2010 passed.

**Executive Director's Report:** Garcia reported on his activities since his appointment as executive director. Director Garcia expressed his enthusiasm and hopes everybody is inspired to bring a sense of the historical opportunity for Latinos to the community. Garcia provides an update on the proposed immediate action steps to take if hired as executive director that he submitted during his interview with the board on September 19, 2009.

Member Rosario asks about the status of the LCN issue. Director Garcia states that he met with Alberto Monserrate, CEO of Latino Communications Network, to discuss the situation and possible ways of collaboration. As of this moment, the issue has been resolved and there will not be a negative story about CLAC on the newspaper. In addition, LCN and Director Garcia have come to an agreement of collaboration by writing a monthly article for La Prensa's newspaper.

Garcia reported on the Co-location study underway by the Minnesota Management and Budget (MMB) division to co-locate the four Council's of Color. This is a very challenging issue as they are looking for ways to put all the Councils in one location and sharing resources. MMB has met with the CLAC staff and Chairman Juarez to get their perspectives on the idea of co-locating. One of the ideas brought forth is to locate all the Councils in one office area divided by cubicles and to have only one Administrative Assistant for all Councils. Board Members and Director Garcia convey that this idea is unacceptable as all of the Councils need their autonomy and identity. Garcia states that he will work more intensely to show to the Governor and the state the valuable contributions of the Latino community. Rep. Juhnke explains that the idea of co-locating the Council's is not something new and it has nothing to do with the state not having money to appropriate to all the Council's nor is a location issue, but rather a way to slowly eliminate the Councils.

Garcia explains Legislative Director, Rosa Tock is in Guatemala taking vacation and as a result he will be presenting the Legislative Issues.

Council secretary Vargas makes a recommendation to Director Garcia to focus in the next couple of months in building alliances and partnerships with the other ethnic council's executive directors. Garcia comments that he has already started building the partnership and has met several times with the other directors.

**Communications:** Director Garcia met with Oscar Echandi, Community Liaison, to draft a communications survey to get feedback from the community. It is vital for this to be a strengthening tool and eliminate any miscommunications or misperceptions of the Council. The goal of the survey is to obtain community feedback regarding CLAC, identify challenges, gaps and opportunities regarding CLAC's work and to receive public input for future operational strategy. The online survey would be anonymous and would yield qualitative and quantitative results. There is a total of 7,156 potential participants. The final deliverable would be a report of public opinion about CLAC's work with graphical analysis; it would identify strengths, weaknesses and opportunities and would provide input for future direction. This report would include recommendations for integrating findings into CLAC Biennial Strategic plan. The survey will be created in December 2009 and implemented in January 2010 to present a final report to the Board during the February Council meeting.

**Action Item:** Council secretary Vargas comments that it would be excellent to know what sections of the CLAC website are being accessed and know how those features could be enhanced.

Guest Rodrigo Marquez, Mexican Consulate, comments that CLAC's website is very helpful in many ways and that he uses it to access information on Latino data. In addition, he refers people to CLAC's website. Garcia states that he met with Ana Luisa Fajer, Consul of Mexico, and with Rodrigo Marquez to strengthen the relationship and work in collaboration.

**Action Item:** Council member Hohnadel will provide to Oscar Echandi, Community Liaison, additional organizations for the 2011-2012 Latino Directory.

**Treasurer's Report/Finance Committee update:** Council treasurer Edgardo Rodriguez reports that 36% of year, \$77,900, has been spent from a \$298,000 budget. The agency had some savings from the absence of an ED, but was distressed with the hiring cost of ED, the temporary higher compensation to Interim ED, the full time assignment for the Community Liaison and the higher costs related to higher than usual board committees activities. CLAC is working with a very tight budget, a 9.7 % reduction or \$32,300 from last year's budget of \$330,300. The F.Y. 11 budget will remain the same as this year's. Council treasurer Rodriguez suggest focusing on the current fiscal year and propose to postpone addressing the F.Y. 11 budget challenges for the next board meeting and request that Director Garcia present a plan on how to best address this challenge.

Garcia and G. Rodriguez, Admin. Assistant, have put together a worst case and best case projections. The best case projection will leave CLAC with a potential cushion of some \$3,600. The worst case will put CLAC on an overspent situation of about \$4,900 which is an unacceptable position. As a Government agency, CLAC cannot overspend its budget. Good stewardship calls for the execution of an immediate plan to ascertain the budget is not overspent. CLAC currently has a gift account of \$9,000 plus dollars that will be preserved to use only in a true emergency situation.

Some potential areas to address to overcome the budget deficit are to oversee board and committee meeting costs and the possibility to forgo per diem reimbursement, and retain mileage and meals allowances if applicable. The Board could limit the number of committee members to three members and ask out of state council members to participate by phone. Other options would be to review CLAC's programs; reduce staff hours; reduce staff or limit travel expenses. Most definitely, the executive director should continue efforts to obtain some compensation from the Heritage Funding and/or fundraise.

Garcia mentions that he met with Jose Trejo, CLAC's first executive director, and was informed that during his tenure he was able to fundraise and get more funds independently than the Council's allocated budget by the state. Council Vice-Chairwoman Bruggeman notes that the Council has had several programs funded by corporations.

**Action item:** Council Treasurer Rodriguez makes a request to research and inquire if board members are liable if budget is over spent.

Suggestions for solutions made by Council members included to forgo per diems and travel reimbursements for committee meetings in addition of committee members to meet by phone conference unless it is necessary to meet in person. Garcia reports that he has already begun conversations with foundations in this regards.

**Arts/Cultural Committee Update:** Committee Chair Vargas reports that there was some confusion in the beginning as to what the Council could do with this funding and there was some concern from the Board as to staff time incurred into this project. In the beginning, the Humanities Center wanted to control all the decisions of what could be done, but thanks to Garcia, who has been negotiating with them, things have changed and they are willing to collaborate and work in partnership with the Council in allowing more latitude to make some decisions. Of the \$125,000, 40% will be managed by the Humanities Center and is intended to film the Absent Narratives. One of the proposals of Director Garcia is to change the image of the Latino community by promoting the transformation and contributions MADE by Latino culture in Distrito del Sol and Lake street cultural corridors. The videos produced would go to the MN Legislature, governor's office to schools, libraries, community, etc. and this will also enhance CLAC's image. Garcia met with the other Councils' executive directors and presented this idea and was well taken. Garcia also met with Dr. Bruce Corrie and has agreed to build on each other's ideas as they are working on similar projects. Dr. Bruce Corrie is interested in linking the cultural corridors project, as implemented by CLAC and perhaps the other 3 Councils, to the World Cultural Heritage District project, which he is directing. There would not be an exchange of funds between his and CLAC's projects.

Garcia wants to make a proposal to the Humanities Center for the community program, which will receive \$50,000 of the \$125,000. Of the \$50,000, \$25,000 might be assigned to implement a program and the remaining \$25,000 could be dedicated to reduce CLAC's budget deficit by assigning \$5,000 to the ED salary and \$20,000 for the CL and lessen the strain on the budget.

**Action Item:** Garcia will draft a proposal and will work in collaboration with the Arts/Cultural Committee to present a final proposal. He asked the Board to authorize the committee to approve the written proposal to be

presented to the Humanities Center. The Humanities Center received the money as fiscal agent from the state legislature. CLAC is accountable to the Humanities Center and they are accountable to the MN Legislature.

**Motion:** M. Vargas, Committee Chair, makes a motion to authorize and entrust Arts/Cultural Committee to revise and approve written proposal presented by Director Garcia, then submit to Humanities Center and authorize staff to get the funds and start work. Adriana O'Meara seconds. Motion passed unanimously.

*Break (Meeting convenes at 11:10 a.m.)*

**Economic Development Committee update:** A. Lizano, Committee Chair, reports on the outcomes of the work of this committee. There was one Latino Economic Development Roundtable in July with an attendance of 25 participants. The Latino Economic Development Task Force formed in the July Board meeting had 5 meetings with 6 participants. The Community Liaison visited four communities to identify best practices in Latino Economic Development. An exploratory survey was sent to experts in the area of workforce development. The outcome of the community visits is a report summarizing the visits with policy recommendations. An important meeting with Commissioner McElroy with six recognized community members took place on October 8<sup>th</sup>. During the last task force meeting, Senator Torres Ray was invited and she provided great legislative suggestions that were well taken. The report is currently in a draft form and is not a public document yet. The final document will be shared with the Board at the February 2010 meeting.

Council secretary Vargas recommends to look into and report of what is being done in entrepreneurship in the city of Moorhead and other communities who do not currently have Latino owned businesses and to meet with working families and engage them at the forefront of discussion.

**Legislative Committee update:** The 2010 Legislative Agenda and the Economic Development Issues Brief was presented to the Board for approval. As in previous years, the Legislative Agenda delineates policy recommendations per policy area. The Issues Brief is a detailed document used to present and develop policy recommendations. It focuses on business development and workforce development based on the past summer engagement with the community and proposes bills. Garcia summarized the Economic Development Issues Brief and presented on the information provided by Legislative Director, Rosa Tock.

There are currently two bill proposals. One suggested by Sen. Torres Ray to provide tax incentives to stimulate small businesses showing pilot cases in Worthington and Minneapolis. The potential champions are Sen. Vickerman and/or Sen. Pogemiller. The second bill is proposed by Director Garcia and is currently being explored. The bill proposal asks the legislature for \$40 million to train Latinos focused on Jobs, Education, and Health. This bill proposal includes a voucher of \$20,000/year for up to 2 years of training (includes technical, financial, ESL, and health education), representing \$40,000/person. It would cost \$40 Million for 1,000 persons but the earnings would be: 1,000 persons earning \$40 M in 1 year and \$400 million over 10 years, representing \$120 million in taxes over 10 years. The profit would equal to \$80MM over a 10 year period. A potential sponsor for the bill is still pending based on approval of Board to support this idea. More research needs to be done to draft a more conclusive recommendation.

**Action item:** A suggestion was made by Council treasurer Rodriguez for Garcia to draft a conclusive bill proposal and convey the idea to the Economic Development and Legislative Committee for revision.

**Motion:** Council secretary Vargas makes a motion to support Director Garcia in drafting the Training for Latinos bill proposal and for him to work in collaboration with the Economic Development and Legislative committee's to continue exploring the possibility of drafting this bill and submit it to the board for approval and take it to the next level which is to find an author and present the bill. Motion seconded by Council member Adriana O'Meara. Motion passed unanimously with an All in favor vote.

**Motion:** Council member Sonia Hohnadel makes a motion to approve the 2010 Legislative Agenda without any changes. Motion seconded by Council member Alma Garay-Lehn. Motion passed unanimously with an All in favor vote.

Council member Lizano asks about the Latino Day @ the Capitol event and if CLAC will plan another one for next year. Director Garcia responds that it can be held at the beginning of the Legislative session or at the end so it is something that will need to be planned.

**Motion:** Council member Garay-Lehn makes a motion to approve the 2010 Economic Development Issues Brief without any changes. Motion seconded by Council member Teresa Dawson. Motion passed unanimously with an All in favor vote.

**Motion:** Council member Sonia Hohnadel makes a motion to approve the 2010 Education Fact sheet, Motion seconded by Council member Alma Garay-Lehn. Motion passed unanimously with an All in favor vote.

**Motion:** Council member Alma Garay-Lehn makes a motion to approve the 2010 Health Care Fact sheet without any changes. Motion was seconded by Council member Adriana O'Meara. Motion passed unanimously with an All in favor vote.

**Motion:** Council member Sonia Hohnadel makes a motion to approve the 2010 Housing Fact sheet; Motion was seconded by Council member Alma Garay-Lehn. Motion passed unanimously with an All in favor vote.

**Motion:** Council member Antonio Lizano makes a motion to approve the 2010 Immigration Fact sheet; Motion was seconded by Council member Adriana O'Meara. Motion passed unanimously with an All in favor vote.

**Motion:** Council member Garay-Lehn makes a motion to accept the 2010 Economic Development Fact sheet, Motion seconded by Council member Teresa Dawson. Motion passed unanimously with an All in favor vote.

**Policy and Procedures Committee update:** the committee will work on a Conflict of Interest policy and will present to the board at the next meeting. Committee Chair Hohnadel will continue to serve as Chair until her appointment ends.

**Call for Election (Vice-Chair):** Chairman Juarez called for elections for the position of Vice-Chair. Vice-Chairwomen elect Hohnadel will not be re-applying to due to other commitments. Names were taken and a vote was conducted via secret ballot. Election results: Maricruz Hill, elected Vice-Chairperson.

Director Garcia presented a proposal for Board training by CLAC's first executive director, Jose Trejo who has been a consultant for many years. The training cost is \$500.00 for four hours and that includes his travel expenses. Council treasurer Rodriguez suggests fundraising to cover for the training. Council Vice-Chairwomen Bruggeman comments that Board members can opt to forgo their per diems to pay for the training.

**Action Item:** Council member Adriana O'Meara recalls that the state once provided free training for Board members and makes a suggestion to look into this possibility instead.

**Motion:** Council treasurer Rodriguez makes a motion to consider fundraising for training of the Board instead of incurring cost from CLAC's budget, Motion seconded by Council member Lizano. Motion passed unanimously with an All in favor vote.

**New Business:** Chairman Juarez reports that the Office of Ombudsperson for Spanish Speaking Families has an open vacancy to their board and those appointments are made by CLAC. Board member Alma Garay-Lehn is seeking re-appointment and Sofia Ponce has submitted her resume and application for consideration.

**Motion:** Council member Adriana O'Meara makes a motion to re-appoint Alma Garay-Lehn and to appoint Sofia Ponce to the Board of the Office of Ombudsperson for Spanish Speaking, Motion seconded by Council member Teresa Dawson. Motion passed unanimously with an All in favor vote.

Council member Sonia Hohnadel states that she will not re-apply to represent District 7, nor will Council Vice-Chairwomen Bruggeman who represents District 1. Request is presented to keep in mind to recruit people who are experts in the education field.

In previous years, the Board has asked the executive director to advocate for new members with the Governor's Office of Appointments and this time the Board also entrusts Garcia to advocate for the re-appointment of Council member Adriana O'Meara who is re-applying and for new applicants.

Council member Bruggeman shares that she has been meeting with the Dept. of Education for Race to the Top and was just informed that the fed allocated 4.5 billion to take a look at education. The state of Minnesota received 175 million in form of a grant that will be dispersed to those districts that have been identified. 10% of the money is going to the Free and Reduced Meals Program and the remainder will be for the identified districts to study on new ways to work with minority students.

Rodrigo Marquez presents on *Plaza Comunitaria* put together by the the Mexican Consulate in collaboration with the Mexican government. *Plaza Comunitaria* is a long distance learning center for adult basic education for Latinos. The purpose of this program is to provide an education to those from Latin America, Central America and Mexico who were not able to finish school in their country of origin. This is an opportunity for the Latino community to gain their diploma and continue their development. One of the reasons they are promoting this program is because of the achievement gap. If parents are more engaged in their own education then they will be more involved in their child's education and therefore help reduce the achievement gap.

Recently, the Consulate was interviewed by the McKenzie Group for the Race to the Top committee to provide some ideas. Council members Lizano and Bruggeman are part of the committee from the University of Mankato and have reached out to the Superintendents to put together a conference to provide community education and reach out to the community. Council Member Bruggeman and Lizano organized a fundraiser n Faribault, MN where they had schools pay for the meals and everything else to entertain Hispanic people from the universities. This is a great way to engage the community and for Board members to be more involved in their communities. Council member Lizano offered to send an invitation for the next event. The money raised is used to pay for gas so that people can get to the location of the classes and/or to pay for day care for the children of the students. The University of Mankato will be providing some funding to pay for tutors and provide support to the Mexican Consulate.

Chairman Juarez makes a motion to adjourn Board meeting. Motion seconded by Antonio Lizano. Motion passed unanimously by an All in Favor Vote.

Meeting adjourned at 1:25 pm

*Recorded and written by Gladys Rodriguez, Administrative Assistant*

*Reviewed by Hector Garcia, Executive Director*

*Reviewed and Submitted by Mario Vargas, Council Secretary*

## CLAC 2<sup>nd</sup> Quarter Meeting Minutes

Date: November 21, 2009

### ACTION ITEMS

	Action item	Person Responsible	Status	Comments
1.	Draft a communications survey to get feedback from the community. Survey would be created in December 2009 and implemented in January 2010 to present a final report to the Board during the February Council meeting.	O. Echandi, Community Affairs	Pending	
2.	Find out what sections of the CLAC website are being accessed and know how those features could be enhanced.	O. Echandi, Community Affairs	Pending	
3.	Council member Hohnadel will provide to Oscar Echandi, Community Liaison, additional organizations for the 2011-2012 Latino Directory.	S. Hohnadel, Council member	Pending	
4.	Research and inquire if board members are liable if budget is over spent.	H. Garcia, Executive Director	Complete	Board members are not liable if budget is overspent.
5.	Draft a proposal and work in collaboration with the Arts/Cultural Committee to present a final proposal to the Board in February. Proposal will be submitted to the Humanities Center.	H. Garcia, Executive Director	Complete	
6.	Research what is being done in entrepreneurship in the city of Moorhead and other communities who do not currently have Latino owned businesses.	O. Echandi, Community Affairs A. Lizano, Chair, Economic Dev.	Pending	
7.	Modify the chart prepared by R. Tock, Leg. Unit, on decrease in jobs and increase in the Latino population.	R. Tock, Leg. Affairs	Complete	Rosa tried to change graph but could not do it.
8.	Draft a conclusive bill proposal and convey the idea to the Economic Dev. Committee and Legislative Committee for revision.	H. Garcia, Executive Director	Complete	CLAC has also consulted and is working in collaboration with the other Council's to find a sponsor.
9.	Research needs to be done to draft a more conclusive recommendation. A potential sponsor for the bill is still pending.	R. Tock, Leg. Affairs H. Garcia, Executive Director	In process	David Zander (Asian-Pacific Council) proposed a new language that we are trying to introduce. From its original version, it has evolved to "a bill for an act relating to employment, appropriating money for transitional employment training project".
10.	Draft a Conflict of Interest policy to present to the board at the next meeting.	S. Hohnadel, Chair, Policy and Procedure committee	In process	Committee is working on drafting policy. This will be presented at the February meeting.
11.	Look into possibility of the state providing free training to board members.	H. Garcia, Executive Director		
12.	Look into fundraising for Board training by Jose Trejo.	H. Garcia, Executive Director	Pending	Request for funding was submitted to Otto Bremer Foundation, but will not receive response until March 2010.