



**Chicano Latino  
Affairs Council**  
State of Minnesota

Chicano Latino Affairs Council  
2<sup>nd</sup> Quarter Meeting Minutes  
November 19, 2011

**Board Members:** BM Jesus Villaseñor, Chairmen; BM Margaret Villanueva, Vice-Chairwomen; BM Rebeca Sedarski, Secretary; BM Luisa Pierce Gutierrez; BM Mario Vargas; BM Gerardo Bonilla

**Staff:** Hector Garcia, Gladys Rodriguez, Paul Buchel

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/ Timeline	Person(s) Responsible
<b>Welcome &amp; Review of Agenda</b>	<p>The meeting was called to order at 10:10 a.m. by Interim Chairwoman M. Villanueva with Quorum established by BM M. Hill.</p> <p>BM Vargas made a Motion to approve the agenda without changes; BM Sedarski Seconded the Motion, All in favor. Motion carried unanimously.</p>	<p>← <b>Motion</b> carried to approve agenda</p>	
<b>Council 1<sup>st</sup> Quarter Meeting Minutes, September 24,2011</b>	<p>Board minutes were presented to be approved.</p> <p>BM Sedarski made a Motion to approve the Minutes from September 24, 2011 without changes; BM Pierce Gutierrez Seconded the Motion, All in favor. Motion carried unanimously.</p>	<p>← <b>Motion</b> carried to approve September 24,2011 Minutes</p>	
<b>Treasurer's Report &amp; Finance Committee Report</b>	<p>ED Garcia presented the Fiscal Year 2012 budget.</p> <p>There is a surplus of \$167.38; the Council is staying on budget with the reduction to \$275,000 made by Legislators. \$112,134.90 was allocated for full time salaries, and \$68,699.10 or part-time employees.</p> <p>Because of lack of staffing, steps were taken to hire Paul Buchel to catch up with the work. Mr. Buchel introduced himself to the Board with some background on himself.</p> <p>BM Vargas questioned the current available grants and the encumbered/committed line for overtime and the Premium Pay account which had a -\$92.51. ED Garcia commented that CLAC still has the Otto Bremer Grant until December and Ms. Rodriguez expanded by saying the grant is only active until December and that a report still needs to be completed. Ms. Rodriguez also explained that due to the lack of staff, the current staff has been incurring more overtime than expected, which is why there is a negative in the Overtime and Premium Pay account. But there is capital to pay for the overtime.</p> <p>BM Vargas makes a few recommendations from the report: to have the budget balanced before it gets to the Board, for the Board to make sure all financial statements are sound and scrutinized, to have all committees meet in order to approve pending forms, and for the Finance Chair to comment on the financial statements before Board meetings.</p>	<p>← <b>Recommendations</b></p>	<p><b>Chairmen, ED, Financial committee chair</b></p>

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/ Timeline	Person(s) Responsible
	<p>ED Garcia follows up on the request from the Board to create a new job description for the combined position of Legislative Research Analyst and Community Liaison. Chairman Villaseñor and Vice-Chairwomen Villanueva express their interest in interviewing the last 3 candidates. ED Garcia will send interview dates for their schedules.</p> <p>Lastly, the Board will be waiting for the official Treasurer's Report to approve.</p>	<p>← <b>Action item:</b> Include Chair and Vice-Chair in interview of final 3 candidates for combined position</p>	<p>✓ <b>Done</b> <b>H. Garcia</b></p>
<p><b>Legislative Update</b></p>	<p>BM Vargas updated the Board on the Legislative committee meeting. The fact sheets have been updated with data and statistics. The Legislative committee voted to bring them to the Board for approval to be used when taking to Legislators. The Latino Day at the Capital was also discussed, but the speakers and the agenda were not finalized. Vice-Chairwomen Villanueva commented that the acoustics could be a problem.</p> <p>There were some questions on the distribution of the Fact Sheets. ED Garcia suggested a questionnaire be sent out through Constant Contact to review the usefulness of the fact sheets. He also commented that the Fact Sheets were available online.</p> <p>Fact Sheets: Education – Some of the Recommendations from the Legislative Committee were to highlight the success stories like the importance of the investment made by the city of Minneapolis in their efforts to increase the graduation rates and to do that at the State level. Other suggestions were for the graphics to hold significance, to show improvements as well as declines in achievements, to emphasize the importance of early childhood education as well as community college enrollment, and to have proposals not go beyond the scope CLAC is capable of working in.</p> <p>Economic Development – The suggestions from the Board were to add graphics, visit with the State economist to connect poverty with economic development, to be specific about job creation opportunities to alleviate high poverty levels, and small business opportunities to create jobs to alleviate the poverty level, add national poverty statistic and compare them to State levels. Also some information was missing like the high unemployment rate among Latinos in Minnesota and that the State should invest more in not only Latino businesses but industries that have higher concentrations of Latino employees.</p> <p>Workforce Development – The changes suggested by the Board were include more graphics, be specific about the 65+ retiring demographic by adding a statistic, add the state median income to be more clear about ___, it would be better to associate data with institutions instead of quoting individuals, and in the employment change section make it more clear that the sectors are changing and add a graphic to that section. Some suggestions were to add what the needs will be in Training and Development to compensate for the oncoming change in job availability and what MNSCU's role and Professional/Trade colleges'</p>		

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/ Timeline	Person(s) Responsible
	<p>role in the change will be. Also move the Poverty section from Economic Development to Workforce Development to connect to unemployment and add how education ties in to the process of filling in for the jobs that will be opening up.</p> <p>Immigration – There was a discussion on the immigration patterns within the United States, population growth by birth instead of migration, and reverses migration. BM Bonilla suggested enlarge the graphics to be more visible and Vice-Chairwomen Villanueva suggested another graphic be added.</p> <p>BM Vargas made a Motion to approve the Fact Sheets with the changes made by the Board; BM Sedarski Seconded the Motion. Vice-Chairwomen Villanueva amended the Motion to include the Facts Sheets be reviewed by the Board before publication. Motion carried unanimously.</p> <p>Legislative Day at the Capital – ED Garcia named the suggested presenters for Education: Valeria S., Superintendent; Elia B. Assistant Commissioner MDE; Alberto Monserrate; and added Cecilia Cervantes, President HTC. BM Vargas suggested Staff work with speakers to keep their presentations focused on their key issues. Vice-Chairwoman Villanueva suggested Louis Mendoza from the University of Minnesota for the issue of Higher Education. BM Sedarski suggested Senator Nelson as a speaker for Economic Development.</p> <p>BM Vargas made a Motion to make a Steering Committee to plan for the Legislative Day at the Capital and report their progress to the Legislative Committee; Vice- Chairwoman Villanueva Seconded the Motion, All in favor. Motion carried unanimously.</p> <p>BM Vargas made a Motion that the Legislative Committee take on the responsibilities of the Steering Committee for the Latino Legislative day at the Capitol; BM Sedarski Seconded the Motion, All in favor. Motion carried unanimously.</p>	<p>←<b>Motion</b> carried to approve the Fact Sheets with the changes</p> <p>←<b>Motion</b> carried to make a Steering Committee for LLDC</p> <p>←<b>Motion</b> carried for the Legislative Committee to take the responsibilities of the Steering Committee</p>	
<p><b>Sunset Commission's new requirements, Sunset Review and Report due Jan. 2012</b></p>	<p>There was a discussion on the current outlook on the Sunset Commission concerning the Commissioners in the Commission, the strategy with the other Advisory Councils and ED's meetings with representatives. The meetings with the Legislators were successful; they gave good feedback on what should be included in the Sunset Report such as CLAC's viability, the importance of CLAC's contributions to the State Economy and the value of the Council and advocating for the community. Another recommendation was to work closely with over councils to develop a strategy to approach the Commissioners.</p> <p>Some of the progress the staff has had is they attended the first Sunset Commission meeting. During the meeting an expert that came in from Texas said the Commission was going to fail. All of the reports and recommendations need to be done by February. During the meeting brought together by</p>		

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/ Timeline	Person(s) Responsible
	<p>the Human Rights Commissioner brought together all the Councils to discuss the Sunset Commission and has made another meeting to present the information the staff has gathered from the Commissioners the staff has met with. ED Garcia explained that the Human Rights Commissioner Lindsey recommended the councils come up with a plan before meetings with the Sunset Commission.</p> <p>There was some discussion on moving the February board meeting to January to approve the Sunset Commission Report. Then ED Garcia goes more into the Sunset Commission requirements.</p> <p>BM Bonilla will Chair the Legislative Committee in place of BM Vargas starting January 1, 2012. Documents concerning the Legislative Committee will be sent to both BM Vargas and BM Bonilla.</p>		
<b>Humanities Center Competitive Grant</b>	<p>ED Garcia went over the details of the Minnesota Humanities Center Competitive Grant. MHC received \$1 million for the four Councils to compete for the grant money. Then ED Garcia went on to report what the MHC wanted in the grant from his meetings with them.</p> <p>BM Vargas commented that all forms related to the Humanities Center Grant be run by the Arts and Cultural Committee. Vice-Chairwomen Villanueva has looked at all documents.</p> <p>BM Vargas made a Motion that all matters concerning the Humanities Center Grant be directed to the Arts and Cultural Committee for review, then be taken to the Board for approval ; BM Sedarski Seconded the Motion, All in favor. Motion carried unanimously.</p>	<p>← <b>Motion</b> to direct all matters from the MHC grant be directed to the Arts and Cultural Committee</p>	
<b>Executive Director's Report &amp; Biennium Calendar/ Action Plan update</b>	<p>The Board wants all Legislative activities to come to the Board.</p> <p>BM Villanueva will be editing all articles ED Garcia writes and will keep in mind that what the ED writes is on behalf of CLAC.</p> <p>Chairman Villaseñor reported on ED Garcia's evaluation, the forms were sent to the Board and only BM Pierce and BM Juarez. And the Chairmen will find out from Human Resources how the percentile increase will be.</p> <p>ED Garcia informed the Board about the Latino Summit Planning Group. They will be presenting the state of the Latino community in Minnesota. BM Vargas made some points that CLAC cannot give financial assistance, but CLAC should take the opportunity to present on Education.</p>	<p>← <b>Action item</b> Vice Chair Villanueva will review and edit articles written by ED</p>	
<b>Statute on Board Members missing consecutive meetings</b>	<p>Chairman Villaseñor explained the statute in changing Board Members. The Law is that after the second meeting the member missed a letter sent by the Secretary to address the Board Member's absence and after the third missed meeting the Executive Director and Chairmen contacts the Governor's Office.</p> <p>ED Garcia suggested the Board and Staff enforce the process.</p>		

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/ Timeline	Person(s) Responsible
Adjournment	<p>Vice-Chairwoman Villanueva made a Motion to adjourn the meeting; BM Vargas Seconded the Motion, All in favor. Motion carried unanimously.</p> <p>Meeting adjourned at 12:30 pm</p>	← <b>Motion</b> to adjourn the Board meeting	