



Board Members: BM Jesus Villaseñor, Chairmen; BM Margaret Villanueva, Vice-Chairwoman; BM Rebeca Sedarski, Secretary; BM Adriana O'Meara; BM Gerardo Bonilla; BM Cynthia Campos; BM Francisco Gonzalez; BM Krystell Escobar
Staff: Hector Garcia, Paul Buchel, Killa Martinez Aleman, Melissa Diaz

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/ Timeline	Person(s) Responsible
Welcome & Review of Agenda	<p>The Meeting was called to order at 10:07 by Chairman Villaseñor with Quorum established.</p> <p>BM O'Meara made a Motion to approve the agenda; BM Sedarski Seconded the Motion, All in favor. Motion carried unanimously.</p>	<p>←Motion carried to approve agenda</p>	
Meeting Minutes March 2012	<p>BM Sedarski reviewed the Minutes, there were some typos but they were fixed but the content was correct.</p> <p>BM O'Meara made a motion to approve the Board Meeting Agenda, BM Gonzalez seconded the motion. The Motion carried.</p>	<p>←Motion carried to approve 3/10 Meeting Minutes</p>	
Welcome New Members & Introductions	<p>The new board members, the rest of the board members introduced themselves and the staff introduced themselves.</p>		
Staff Reports on Legislative Session LLDC, Community Forums and ED Activities	<p>Paul went over what happened for the LLDC event. The Governor, the Senate Majority Leader, the Secretary of State, the Midwest Vice President of LULAC, Representative Mariani and Senator Torres Ray came to speak. Over 200 people come and a lot of community members met with Committee Leaders of relevant committees of both parties. Chairman Villaseñor commented that the principle of Richfield Middle School attended with a group of Latino students and when the student go to meet Rep. Mariani, the representative kept the students engaged. Paul also showed the students the Governor's office and explained what the Governor did which interested the students. Paul suggested that CLAC continue to build the relationship with Richfield Middle School then spread to other schools so LLDC could become a tradition with the schools.</p> <p>Then Paul went on to the Legislative Report. The report includes the Sunset Bill, Voter's ID, LIFO Bill, and major changes in Public Education. In the Sunset Bill that passed councils and boards will be reviewed to see if they are still relevant and necessary and if</p>		

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	<p>not they will sunset. In the end, the Bill says that the Councils, including CLAC, must submit a report each year and in 2014 the CLAC will be reviewed again by a committee. In Education, the requirements for getting a Teaching License are now stricter. In the LiFo Bill shorten the teacher tenor in deciding layoffs. At first Emergency Medical Assistances for Undocumented Minnesotans was removed but now life depending treatments like dialysis or chemotherapy has been restored.</p> <p>Then ED Garcia presented the Executive Director's Report, he first started by pointing out that the report was not done in the normal format due to comments made by members of the Sunset commission. ED Garcia expressed his suggestion for the board to read the statements in the Executive Director's Report. Some of the outcomes of the Sunset Commission are for the council to report outcomes and to be held accountable for the communities the councils' represent. ED Garcia also summarized his belief on what the councils are capable of doing to positively affect the communities which was also in an article that was written in La Prensa in 2010 of an interview of ED Garcia. ED Garcia also mentioned the collaborations between commissioners that happened because CLAC brought them together.</p> <p>Afterward Killa, the Legislative and Community Relations Manager, explained the process she will follow when prepare Community Forums this summer. First will research the community. Then she will visit the cities and make connections in person so CLAC can establish solid connections with the communities. Lastly she will contact key leaders to involve them and gain their support. Killa expressed the importance of have the community forums and be visible to the Latino community.</p> <p>For the Shakopee Community Forum Killa first researched information on Shakopee, she found out about a diversity meeting in Shakopee which demonstrated the level of commitment in diversity. She contacted the Spanish liaison in the Shakopee Public School and she was a great help in focusing on the topics that should be covered. During the Shakopee Forum the topics that were covered were education, economic development and immigration.</p> <p>BM Campos made the motion to approve the Legislative Report and the Executive Director's Report. BM O'Meara Seconded. Motion Carried.</p>	<p>←Motion carried to approve Legislative Report and ED Report</p>	

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<p>MN Humanities Center recommendations for approval in August meeting</p>	<p>ED Garcia introduced the purpose and capability of the Minnesota Humanities Center. Then ED Garcia explains the purpose of the MHC Grant which is to pull together the best practices in raising the education achievement gap and build principles that will replicate it. Everyone agreed that the project should reimagine Latinos in that Latinos do succeed and it is a part of what Latinos are.</p> <p>BM O'Meara asked for a summary of the MHC project, ED Garcia gave the board an overview. The idea of the project is for CLAC and MHC work together to research principles is working in education. Then by the end of the year CLAC can consolidate those principles and make recommendations to the Legislature. The ED and Paul Buchel will be working on the project along with some help from Melissa Diaz. A consultant will be hired, they will need to be experts in education in order to steer the project in the right direction. And an advisory group that will have high level experts in education will also participate. ED Garcia has also been speaking with Latino Executive in corporation to contribute in this project and expressed the need for a functioning Education Committee help in this project.</p> <p>ED Garcia urged the Board to read the Summary of Initiatives by Agencies document from Commissioner Lindsey, the Commissioner of Human Rights; it contains information on how to connect with the different departments.</p> <p>Chairman Villaseñor acknowledged the arrival of Vice-Chairwoman Villanueva. She introduced herself to the Board.</p> <p>ED Garcia suggested that the Board assign the approval of MHC project documents to the Education Committee. Chairman Villaseñor and BM O'Meara disapprove because the Education Committee has not been functioning properly. ED Garcia stressed that the MHC project is on a timeline so an approval is needed soon. BM O'Meara suggested the Board convene once the MHC project documents are finalized. To clear up some of the confusion ED Garcia asked the Board if they found anything objectionable in the document called the Councils and the Minnesota Humanities Center which is a document made by the MHC to help the Councils focus in their projects with the MHC.</p> <p>BM O'Meara made the Motion to hold this decision of approving the document titled Councils and the Minnesota Humanities Center until the end of the board meeting with the education committee has been formed. BM Sedarski seconded the Motion.</p>	<p>← Motion to hold approval of MHC doc until end of meeting</p>	

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Treasurer's Report & Finance Committee Report	<p>BM O'Meara started by stating the budget total of \$275,000 and this budget will carry over to the next fiscal year. Current CLAC has spent \$210,000. Most of the budget goes to Salaries and rent and supplies. Also when board members meet they get a per diem. This year we will end up with a surplus of \$15,000 and it will be carried over to the next fiscal year, July 1, 2012. At the end of the biennium any surplus must be forgone. And for the Board's knowledge CLAC does have an emergency fund of \$10,000.</p> <p>In MHC project the budget is \$112,500 and it will be split between MHC and CLAC. The funds will be in a different account. The budget will mainly pay for the consultant that will be hired. The way that the payments will be processed is that the staff will charge a specific account in their time sheets, from there an invoice will be sent to MHC for them to pay from the Legacy fund. This will also mean that CLAC will spend less in salaries.</p> <p>Relations Manager, Martinez-Aleman brought up the need to have a functioning website in order to reach the community and if some funds could be used to update the website. BM O'Meara cleared up that the website is done in house, ED Garcia also stated that the website also updated with everyone's info. Research Analyst, Buchel said that allocating to money to change the website would only be useful if the entire website was changed.</p>		
MN Latino Caucus 2012 Roundtable Event	<p>ED Garcia started talking about the MN Latino Caucus by letting the Board know of CLAC's involvement in MNLA. The event that MN Latino Caucus is hosting a Roundtable event on June 6, 2012. The purpose of the event is to develop cohesiveness in in the Latino community in terms of the democratic process and get people more engaged. The MN Latino Caucus is non-partisan.</p> <p>BM Escobar asked if one had to register to attend the event. ED Garcia responded by saying yes and if you could no pay the fee there is an application to have it waved. BM O'Meara asked how much the fee is, it is a \$50 donation. ED Garcia is also been asked to speak during the event.</p>		
Administrative Issues	<p>ED Garcia explained the Biennium Calendar 2012-2013 and highlights of the items that have been done. BM O'Meara pointed out that the Board is behind is electing officers but it was agreed that elections will be held in the next meeting since this was the first meeting for the new board members.</p> <p>BM O'Meara asked who else besides ED Garcia is working on the report due to the Legislature in November, the rest of the staff will also be working on the report. Vice-Chair Villanueva asked if there was a calendar like the Biennium Calendar for the MHC project, ED took note of the recommendation. Vice-Chair Villanueva stressed that it</p>		

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	<p>would be the best way to let the Board know how the education project is going.</p> <p>Vice-Chair Villanueva made a Motion that the steps of process of the project with MHC should be incorporated in the Biennium Calendar over the next few months. BM Sedarski Seconded. Motion carried</p> <p>BM O'Meara clarified that the Legislature is now asking CLAC to send reports every year instead of every other year as a result of the Sunset Bill. ED Garcia stressed that CLAC must change administratively in order to fulfill the requirements set by the Sunset Bill.</p> <p>BM O'Meara made a Motion to have a draft due to the Legislature in November for next board meeting. Vice-Chair Villanueva Seconded. Motion carried.</p> <p>BM O'Meara explained the Operational Excellence document to the new board members. Operational Excellence is the document that gives CLAC a measuring tool and lays out goals CLAC must accomplish to fulfill its mission and statute. Since the Legislature has not given a clear way to measure the council.</p> <p>ED Garcia brought to the Boards attention the document sent by Minnesota Management & Budget call the Control Environment Tool which they now require CLAC to implement.</p> <p>There was a discussion on having the Board and staff training during the next Board meeting. The Chairmen would like the facilitator to for the retreat to know some history of CLAC so that the Board could become better acquainted with the organization.</p>	<p>← Motion to incorporate MHC project steps in Biennium Calendar</p> <p>← Motion to add a draft of Report due to Legislature by the next Board Meeting.</p>	
Formation New Committees & New Business	<p>There was some discussion on which committee has the responsibility of the current MHC educational project. It was decided that the Educational Committee has the responsibility and Arts and Cultural Committee will be dissolved.</p> <p>BM O'Meara made a Motion to keep the Educational Committee by itself. Vice Chair Villanueva Seconded. Motion carried</p> <p>Vice-Chair Villanueva made a Motion to end the Arts and Cultural Committee. BM Sedarski Seconded. Motion carried.</p> <p>BM Gonzalez and BM Escobar joined the Economic Development Committee. Chairman</p>	<p>← Motion to keep the Education Committee</p> <p>← Motion to end the Arts and Cultural Committee</p>	

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	<p>Villaseñor moved from the Personnel Committee to the Education Committee. There was discussion of the importance of the Personnel Committee and delegating their responsibility to the rest of the Board. The Chairman will also be responsible for sending the evaluation for the Executive Director to the rest of the Board.</p> <p>BM O'Meara made the Motion to dissolve the Personnel Committee. BM Sedarski Seconded. Motion carried</p> <p>BM Sedarski accepted the position as Chair of the Economic Development Committee. BM Gonzalez and BM Campos joined the Legislative Committee. BM Gonzalez accepted the position as Chair of the Legislative Committee with help ED Garcia.</p> <p>BM O'Meara made a Motion to dissolve the Community Relations Committee. BM Sedarski Seconded. Motion carried.</p>	<p>← Motion to end the Personnel Committee</p> <p>← Motion to end the Community Relations Committee</p>	
MHC Grant Work Plan & Budget Review	<p>BM Sedarski made the motion to expend the Board meeting for 15 more minutes since it is 1:03 p.m. BM O'Meara Seconded. Motion carried</p> <p>ED Garcia clarified that the MHC recommendations are suggestions on the direction the research should take but CLAC doesn't have to adopt them. There will be a study during the project and by the end of the project the outcomes of the study will be a set of recommendations to the Legislature, the department of Education and Corporate funder.</p> <p>Chairmen Villaseñor made a point that in the MHC recommendations it says to work with the other councils but since the cause of the achievement gaps are different in each community this collaboration would not work. Vice-Chair Villanueva countered by saying that it shouldn't be concluded by the Board but by the research team. ED Garcia also commented that the research team will have to consider this but they would have to live by these recommendations.</p> <p>ED Garcia clarified to the Board that MHC recommendations are suggestion that can be changed and is just a starting point so the Board can start to think about where the project needs to go. BM Escobar suggested the action steps suggested by MHC be turned into questions and that the Consultant be the person that finalizes those questions.</p> <p>ED Garcia stressed that a group from the Board needs to be responsible for selecting a</p>	<p>← Motion to extend the meeting by 15 min</p>	

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	<p>Consultant for the MHC project. Chairman Villaseñor suggested a taskforce and ED Garcia added that the group needs to be authorized by the Board to make the selection because it cannot wait until August. BM O'Meara voiced that because the recommendations were incomplete there cannot be a vote on it.</p> <p>BM O'Meara started to make a motion to have the Education Committee lead the draft of the project because the MHC project recommendations are incomplete. But the motion was not approved. If the Board agrees, BM Escobar suggested the Board delegate the recommendations to the Education Committee and they also talk about the framework of the requirement for Consultant</p> <p>BM Sedarski made a Motion to extend the meeting for 15 more minutes since the last 15 minutes are up. BM Campos Seconded. Motion carried.</p> <p>There was some concern about not hiring the consultant in time so a special session will be held solely to pick a consultant. It was also agreed to delegate the framework of the project to the Education Committee. Vice-Chair Villanueva raised some concern about the involvement of MinnCan and opposed the suggestion from MHC to involve them in the project. BM Gonzalez clarified that the central issues the Board is facing is defining subject matter of the study and refining the process of choosing a consultant. He also added the suggestion of General Board informing the Education Committee of any suggestions the Board may have via email. ED Garcia stressed the importance of deciding on the consultant because the grant is only viable for 2012 which makes CLAC 6 months behind in being able to use the grant.</p> <p>BM Escobar made the Motion that the Board hold a special Session on which they will make the final decision on the Consultant to hire and the Education Committee bring the guideline framework for starting the research process. BM O'Meara Seconded the Motion.</p> <p>The Board agreed to have a Special Session Board Meeting to hire the Consultant for the MHC education project, the date is to be determined.</p>	<p>← Motion to extend the meeting by 15 min</p> <p>← Motion to hold a special session and the education committee come up with framework for research process</p>	
Adjournment	Meeting adjourned at 1:37 pm		