



Executive Committee Meeting Minutes

Date: 12/19/12

PRESENT: BM Krystell Escobar, Chairwoman, BM Cynthia Campos, Vice Chairwoman, BM Francisco Gonzalez, Treasurer, BM Luisa Pierce, BM Jesús Villaseñor, BM Gerardo Bonilla (via phone).

STAFF: Hector García, Executive Director; Sarah Goodspeed, Legislative and Community Relations Manager; Gladys Rodríguez, Office Manager; Rebeca Sedarski, Regional Community Liaison.

Guests: Pablo Tapia, La Asamblea de Derechos Civiles; Eduardo Calero, La Asamblea de Derechos Civiles; David Martinez, Client Service Consultant at Wellsfargo; and Gloria Torres-Herbeck, Rochester area.

Agenda Item	Discussion/Action Summary/Motions Adopted	Follow-Up/Timeline	Person(s) Responsible
Welcome & Review of Agenda	<p>Meeting called to order by Chair K. Escobar.</p> <p>Introductions by Board Members and visitors.</p> <p>Motion made by BM Cynthia Campos to approve the 1/19/13 agenda adding presentation by Pablo Tapia from Asamblea de Derechos Civiles; Motion Seconded by BM Gerardo Bonilla.</p> <p>Agenda approved with an All in Favor vote.</p> <p>Pablo Tapia represents La Asamblea, a faith based organization working for the Latino community in MN. Tapia and Calero share the Latino community concern that MN wants to integrate a mark on DL for undocumented immigrants. The community does not want to go down the path of Illinois where DI are marked making the community second class immigrants. The Latino community deserves to be on equal terms as others, and it feels that this violates its rights. La Asamblea asks CLAC to look at the issue, analyze, and perhaps take a stand against supporting this effort.</p> <p>ED Garcia suggests La Asamblea to send CLAC a letter to have more information on the issue to discuss this further. Tapia comments that effort and energy should be focus in providing a path to citizenship.</p> <p>In the past La Asamblea has collaborated and has supported CLAC during the LLDC and would like CLAC to request from the MN Governor to make the Day at the Capitol Cesar Chavez Day.</p> <p>ED states that the Board will discuss this further and will inform La Asamblea of the outcome. Chair Escobar thanks Tapia for participating in the Board meeting and invites them to continue being part of the board meeting, adds if in the future they want to be part of the agenda to inform the ED in advance so they can be added to it.</p>	← Motion passed	
Presentation by MNDOT	Chair Escobar presents MnDOT staff, George Costilla and Addi Batika.		

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	<p>Batica shared that MNDOT is trying to expand the work to women and minorities. They already have 2 commercial licensing programs available, and have developed industry specific bidding workshops to provide intensive bidding & estimating (on construction projects) training to Disadvantaged Business Enterprises (DBE). MNDOT will sponsor programs and trainings and are engaging councils to refer individuals. MNDOT and Public Safety is providing training on how to acquire license to transport heavy equipment. Currently there is low Hispanic participation with MNDOT and that's why they are reaching out to the Council to help spread the word.</p> <p>Currently the Latino participation in the state is less than 9%, which is the lowest amount of minorities. MNDOT is looking for truckers, concrete, landscaping, painters, etc</p> <p>ED Garcia comments that MNDOT has been most helpful to CLAC. Back in 2010 when the Jobs training bill was first submitted, MNDOT testified in support of the bill saying that they were ready to hire 200 Latinos or minorities as long as training was provided, unfortunately DEED said they didn't have money for the training. Rep. Mullery has reintroduced the bill and CLAC will be seeking their support again, MNDOT is working with CLAC and Dept of public Safety to hold training sessions on how to acquire licenses to transport heavy equipment.</p> <p>Chair Escobar urges Board members to outreach to their contacts, and provide this information.</p>		
Credit Union	<p>Chair Escobar presents Steve Hudson. Hudson thanks ED Garcia for the invitation to present to the Council. In 2009, the Legislative committee commissioned a study in to look at the hurdles and struggles in the minority community and their low asset of powers which means why is there a disproportionate amount of power in the community. One of the things identifies was the access to capital, and people becoming more self sufficient. This study was founded by the NWA. The study help find a solution for the lack of financial infrastructure. Based on this, the Community Development Credit Union was developed. This project helps by giving access to financial services, and assist the communities generate income for themselves. This credit union serves non-traditional members (folks that have a hard time accessing services) and traditional members (members more self established and have market level access).</p> <p>There are two components to the project: Membership to the Credit Union through an organization called the gatekeeper and you get access to financial market services, the other side is building community wealth where you start building capital within the community.</p> <p>ED Garcia comments that the Latino community has attempted to do a credit union through</p>		

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	<p>Wellsfargo to develop a joint effort so that same benefits can come to community- it didn't succeed</p> <p>Guest Manuel Guerrero comments that some Latino leaders such as himself and Ramon Leon from LEDC have met to discuss the creation of La Comunidad Credit union to serve the low income Latino community, and seems to be much similar to this.</p> <p>The Board did not take a position on this issue.</p>		
Meeting Minutes approval	<p>Chair K. Escobar presented the Minutes from the last board meeting.</p> <p>BM C. Campos makes a Motion to approve the December 3, 2012 Council meeting minutes as they are; Motion seconded by BM J. Villaseñor. Minutes approved with an All in Favor Vote.</p>	← Minutes approved	
Election of Board Secretary	<p>Chair K. Escobar comments that there have been a few changes with Board secretary, Rebeca Sedarski resigned to start working for CLAC as Regional Community Liaison in the Rochester area, and there for the position of Secretary is vacant.</p> <p>BM L. Pierce is nominated as a candidate. All Board Members are in Favor of BM L. Pierce becoming the Board secretary.</p>		
Board Members training	<p>ED Garcia introduces Manuel Guerrero as his personal friend. Guerrero was one of the founders of CLAC which originally was the Spanish Speaking Affairs Council. He was the head of the Chicano Latino Studies at the U of MN, and is an attorney. He was also one of the founders of the Hispanic Bar Association, and a long list of vary impressive credentials.</p> <p>Guerrero shares that he has been in the community since 1971 as a resident professor and moved from Indiana to MN in 1973.</p> <p>The Board of directors set policy and provide direction to the agency. One of the reasons for the Robert's Rules of Order is to recording what we do as individuals. The Roberts Rules of Order guides organizations such as this.</p> <p>The way you conduct a business meeting is through an agenda which needs to be followed. The important thing is to have an order for business to facilitate the recording of the meeting. The Chair calls the meeting to order, then the Chair calls for an approval of Agenda. CLAC can't do business without a quorum.</p> <p>Someone takes minutes which record the discussions and decisions made by the organization.</p> <p>The Chair presides over the meeting, and generally if she/he wants to participate in the meeting, then she/he needs to step down and someone else takes the Chair position. Minutes are</p>		

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	<p>approved and at that point you call on the treasurer's report to present the financials. Committee reports come next and then new business and old business.</p> <p>Technically when a report is given, everybody listens, until a Motion is made and is open for discussion, then people can talk based on raising their hands, and wait to be acknowledge by the Chair. If people talk at the same time it is hard to record, and it's a matter of respect.</p> <p>When someone makes a motion, then it opens for discussion, and the Chair entertains a motion. When someone talks is to make a point on the Motion. After the motion has been discussed then it's taken to a vote.</p> <p>When someone monopolizes the discussion, the Chair needs to deal with it outside the meeting. The Chair has the authority to allow people to speak. The Chair can control who speaks by not recognizing a person, or take the prerogative of the position and limits who speaks.</p>		
Policies & Procedures Manual edits	<p>Chair acknowledges BM F. Gonzales who has been working on editing the Policies and Procedures Manual. BM Gonzales shares that for several meeting there has been discussion around ways to improve the Manual. The changes range from tweaking the language to introducing new sections.</p> <p>BM J. Villaseñor states if there is some language/section about Board Members applying for the ED position. BM Gonzales states that at the moment there is none, but can look into writing this and checking with the state if there is already language about this that can be used.</p> <p>BM C. Campos makes a Motion to accept the changes/edits to the Policy and Procedures Manual in its entirety; Motion seconded by BM L. Pierce. Motion passes with an All in favor vote.</p> <p>BM J. Villaseñor makes a Motion to do research about board members not being able to become Executive Director until after a certain amount of time; Motion Seconded by BM F. Gonzalez. Motion carried with an All in favor vote.</p> <p>BM C. Campos makes a proposal to the Board to be more active and reach out to organizations to build support for the work that CLAC is doing at the Capitol. She stresses the importance as board members to do outreach. Her proposal includes creating a list of organizations that support CLAC.</p> <p>Staff share that CLAC collaborated with LCN to create the Directorio. This is linked on CLAC's webpage.</p>	<p>← Approval of changes to Manual</p>	

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	<p>BM C. Campos made a Motion to check on the Directory along with LCN and with CLAC's authority, to modify and update the directory and report back to the Board with suggestions. Motion seconded by BM L. Pierce. Motion carried with an All in Favor vote.</p>		
	<p>ED Garcia introduces David Martinez who is from Puerto Rico, works at Wellsfargo and is interested in becoming a Board Member.</p> <p>Gloria Torres-Herbeck resides in Rochester and is from Mexico. She has been a Spanish teacher for 18 years. She also submitted her application to be part of the Board.</p>		
Treasurer's Report	<p>Treasurer F. Gonzales presented the financials for FY 2013. CLAC is on track. The unobligated amount is estimated at \$27,808.31, and there is also some cushion in the salaries line. Most of the expenses are for salaries, rent and other operational costs.</p> <p>ED Garcia comments that there is a surplus of about \$40,000. In 2010 the Chair and treasurer of the Board instructed the ED to consolidate the Legislative and Community positions into one because we thought there were going to be budget cuts; then we had staff changes and so we had some savings there.</p> <p>Garcia proposes to utilize this surplus to hire more staff and/or channel the funding for communications. It is very important to be able to communicate to the community. We have some challenges and we have to convey to the community what it is that CLAC was created for.</p> <p>The surplus has to be spent by the end of June 30th for FY 13.</p>		
Executive Director's report	<p>ED Garcia talks about the different activities that the staff is working on. The activities and projects include a MET Council THRIVE 2040 meeting, MNSCU meeting and MNDOT training session in Mankato and Woodbury.</p> <p>The main focus for the last year and currently is education because it has an impact on all the other issues. A project board was presented which included all the current projects.</p> <p>It is essential that we get the word out of who we are and what we do, because despite of the articles that ED has written in the newspapers in English & Spanish, people in the community still don't understand the political system and the mission of CLAC.</p> <p>ED Garcia states that the research with HACER and MHC is the best card that the Council currently has, but that it needs to be pushed further and proposes that the surplus in the budget be used not only for public relations but to make that research more effective to bring about change. MHC was going to hire Tor Dahl and Associates because of their prestige, but they could</p>		

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	<p>not reach an agreement, and he would like the Board to consider the possibility of hiring Tor Dahl and Associates for \$10,000 to bring that added push that the Council needs.</p> <p>ED Garcia proposal includes investing in in the area of education and public relations. ED shares that we need to add to compliment what we are doing and perhaps do more presentation on Latino Radio stations or publish something that Latinos are costumed to reading such as an illustrated publication.</p> <p>BM C. Campos asks to itemize when it comes to PR and consulting perhaps hiring a firm to put together a communications/PR plan with a strategy.</p> <p>Guest D. Martinez shares that CLAC needs to be at the table with Alberto Monserate, Valeria Silva, Sen. Patricia Torres Ray, Rep. Marini and Jesse Montano when it comes to education; and recommends to have resources available to the community such as CD's of interviews. Booklets on how to get involved and put together packets/kit with all the resources CLAC has done and all of this information.</p> <p>To summarize the discussion: \$10,000 would go to hire Tor Dahl and Associates, and the other would be the PR work. ED Proposes to have the Board delegate to the Executive committee to provide oversight of what will be done and also have they discuss in great details the plan for the PR.</p> <p>BM Jesús Villaseñor makes a Motion to allocate \$10,000.00 from the surplus to hire Tor Dahl and Associates and public relations plans in addition to have the Executive Committee provide oversight of the contract and review the expenditures. BM Cynthia Campos seconded. All in favor.</p> <p>Rep. Mullery introduced the training bill and all the Councils are behind it. It is just a matter of getting DEED's support. ED Garcia continued updating on the different bills we are working on. CLAC is actively attending committee hearings and very involved in the Legislative session. There are a multiple other things that CLAC is doing. Rebeca Sedarski is a great addition because she is working to make something concrete happen in the south. CLAC has partnered with La Asamblea, Circulos comunitarios, Navigate, St. Paul's Teachers Union, and working with several colleges and schools.</p> <p>ED also met with Humboldt HS which is one of the sites for testing the research findings and having the pilot project there. HACER and Humboldt reached an agreement since we got the</p>	<p>← Approval of fund allocation</p>	

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	funding from the grant. The discussion, planning and the training stage will start in about 2 weeks because the money had to be used by the end of August 2013.		
MHC Grant work plan, Approval of Year 2 agreement, and future policy recommendations	<p>ED Garcia reports that the grant was received, \$112,000 vs \$125,000 that was requested from the MN Humanities Center. There has already been several meeting with MHC and HACER to begin the transition from the results of the research to implement it. The 2 schools selected were Humboldt HS and Northfield. Northfield is following the TORCH program to make sure it continues to operate and improve. Each school will receive \$15,000 out of the grant.</p> <p>BM F. Gonzalez makes a Motion to approve the grant and to authorize the Board Chair and the Executive Director to sign the MHC agreement for year; Motion Seconded by BM C. Campos. Motion carried with an All in favor vote.</p>	← Approval of signing contract with MHC	H. Garcia Chair Escobar
2013 Legislative Session, and Latino Day at the Capitol	<p>S. Goodspeed presents an overview of the Latino Legislative Day at the Capitol for April 2, 2013 La Asamblea is prepared to mobilize about 200 people to the Capitol and have requested for CLAC to submit a request to the MN Governor to make a proclamation to make official Latino day at the Capitol Cesar Chavez day.</p> <p>CLAC will help with transportation, translation services, maybe childcare or coordinate with centers. Areas of focus will be to present Legislative agenda.</p> <p>BM J. Villaseñor is concern about the child care and its liabilities, but perhaps can talk to organizations that might be able to provide this service.</p> <p>BM J. Villaseñor makes a Motion to make Proclamation request to the Governor to make César Chavez Day at the Capitol; BM G. Bonilla Seconded the Motion. Motion carried with an All in Favor vote.</p>	← Submit proclamation request to Gov	S. Goodspeed
Community Forums and Communications	<p>R. Sedarski shared that she started work at the end of November and it has been busy. She shares information on the work that has been done to date.</p> <p>Rochester can be a key outreach for CLAC because they have more sense of the international than the TC. Per capita they have more doctors, engineers, executives, lawyers in their community than the TC. The Mayo clinic receives clients from Latin America and they know the amount of wealth that comes from Latin America.</p> <p>S. Goodspeed presented the proposed community forums scheduled for 2013 based on the concentration of population with the highest percentage of Latinos.</p> <p>S. Goodspeed shares that Sen. Torres Ray and Sen. Carla Nelson were appointed to the Council</p>		

