



STATE OF INDIANA

**INDIANA COMMISSION ON
HISPANIC/LATINO AFFAIRS**
Mitchell E Daniels, Jr., Governor

ICHLA

**Indiana Commission on Hispanic/Latino Affairs
Commission Meeting Minutes
Thursday, August 26, 2010
3:00pm – 4:30pm
Conference Center Room C
Indiana Government Center South
Indianapolis, IN**

Commissioners Present:

Richard Espinosa, Senate Lay Member, Fort Wayne
Guadalupe 'Herb' Hernandez, Senate Lay member, Fort Wayne (Chair)
Alfredo Gonzalez, Governor Appointee, Indianapolis
Michelle Stein-Ordóñez, Designee, Family and Social Services Administration
Freddie Thon, House Lay Member, South Bend (Treasurer)
Josie Williams, Designee, Civil Rights Commission
Christian Gallo, Senate Lay Member, Lafayette (Secretary)
Lisa Kusiak, House Lay Member, Munster
Tina Little, Designee, Dept of Correction
Ralph Flores, House Lay Member, Munster
Senator Frank Mrvan
Shanida Sharp-Byrnes, Designee, Dept of Education
Pedro Ledo, Senate Lay Member, Ft. Wayne

Commissioners Not Present:

Pat Rios, House Lay Member, Indianapolis
Rep. Mara Candelaria Reardon
Rep. Rich McClain
Senator Greg Walker
Andrea Perez, Designee, Department of Health

Visitors:

Staff Present:

Danny Lopez, Executive Director

Opening

Chairman Hernandez called the meeting to order at 3:05p.m.

Hernandez welcomed and introduced the new commissioners, Commissioner Pedro Ledo of Ft. Wayne and Commissioner Ralph Flores of Munster.

He began the meeting by reviewing the commission's definition of excused absences and referenced page 2 of the July minutes. He then reviewed the drafted language of the absence policy from the previous meeting and highlighted the various comments by commissioners as recorded in those meetings. Hernandez also noted that work conflicts can cause absences and that in those cases it would be acceptable, provided the Executive Director is notified.

He also said he wanted to provide commissioners with the opportunity to weigh in on the idea of excused absences and reiterated that commissioners who know they will be missing a meeting should contact the executive director in writing or via phone prior to the meeting.

Commissioner Thon stated that common courtesy would dictate professional behavior by the commissioners and that excused absences should only be granted in the event that contact is made before the meeting in question. Commissioner Espinosa reiterated that knowing ahead of time what commissioners would be attend is important for planning ICHLA business.

Hernandez asked whether a motion should be made, and Lopez said that the draft language would be resent to the commissioners to be voted upon at the next meeting. Thon said that the 6 meeting rule was reasonable, and that members who could not attend 6 meetings during the year should not participate.

Approval of Minutes

Hernandez said that commissioners would now review the minutes from May, June, and July that were not voted upon due to lack of quorum at those meetings. Hernandez then asked for any suggested changes to the minutes. Espinosa noted that Commissioner Flores should be listed as residing in Munster, not East Chicago or Michigan City.

Minutes were approved unanimously.

Approval of Financials

Again, financials for May, June, and July were to be approved due to lack of quorum at previous meetings. Hernandez asked Lopez to comment on the July financials. Lopez said that the narrative provided explained that in this new budget cycle, no charges to the commission's account have been yet made. Hernandez asked about the provision capping what can be spent each quarter, and Lopez said that this has always been the case and that the State was simply making us aware of it again.

Hernandez also noted that all dollars available should be spent on projects in order that they not be lost. Lopez reiterated that this would need to be done responsibly and that, as these are taxpayer dollars, they must be spent on real projects to achieve tangible outcomes. Lopez also explained the budget process and noted that monies would not revert but would have to be allotted.

Commissioner Stein-Ordoñez also noted that dollars spent must be tied to the commission's mission and strategic plan. Thon asked Lopez to clarify on future narratives what the difference is between budgeted expenses and actual expenses for each month. Budget vs actual year-to-date budget.

Financial reports were then approved unanimously.

Following the vote, Hernandez noted that 11 commissioners were needed for quorum and to pass any motion.

Executive Director's Report

Lopez began by noting that the month of August was spent traveling to communities throughout the state, introducing the commission to various organizations and education community leaders. He encouraged commissioners to contact their colleagues and networks and let people in their communities know what is being done by ICHLA. He noted that he had spent the previous day in Lake County at various meetings and introducing some of the topics currently being discussed.

Lopez said that ICHLA is primarily focused on brokering relationships and facilitating collaboration between the various active community organizations around the state. These are services that are much-needed and can be provided by ICHLA effectively.

Lopez said that commissioners should begin thinking about future projects for Strategic Planning. Thon asked about commissioner business cards, saying that a National Chamber of Commerce meeting had taken place in Michiana and that cards would be helpful. Lopez asked what graphics would be needed to make cards, and Lopez said that he could provide the ICHLA logo and State seal but that per State policy no business cards would be printed by any agency.

Lopez asked commissioners to think about existing gaps in different communities throughout the state to figure out how to address them together with other agencies.

Lopez then said that the last agenda item in his report was the completion of the MOU with Community Action of Northeast Indiana, but he would have to make copies in order to distribute to commissioners prior to the vote. Lopez said he would go make copies in his office while the meeting continued.

Chairman's Report

Hernandez said that he was excited about the MOU and the prospects of the partnership for micro-lending. He also spoke about the INversión event and recapped some of the meetings he and Lopez had had in Ft. Wayne earlier in the week.

Hernandez then spoke about his own lending experiences with Ft. Wayne Development and said that he was comfortable with the expertise of Jose Hernandez and others at CANI to be able to effectively lend funds to small businesses in Ft. Wayne.

Finally, Hernandez spoke about the certification meeting taking place at the Ft. Wayne Public Safety training center and said that he would be representing the commission at that event.

Business Subcommittee report

Hernandez said that with the resignation of Commissioner Angel Rivera, there was no report for the subcommittee.

Civil Rights Subcommittee report

Commissioner Gallo was absent from the room at this time and not able to present his report.

Education Subcommittee report

Commissioner Sharp-Byrnes noted that a conference call for the subcommittee was scheduled for the end of September. With many of the members being educators, planning for the summers was difficult.

Health Subcommittee report

Stein-Ordoñez said that the subcommittee met in August and would produce a brief report that would explain the progress made in researching programs used in Indiana to treat diabetes and heart disease. Additionally, Drs. David Marrero and Mikels-Carrasco would be working, through funds made available by Dr. Marrero, on a complete survey of these types of programs and their effectiveness for communities in the state. She said a draft was in the works but that a final copy would be shared with the subcommittee at the next meeting.

Stein-Ordoñez said she was extremely pleased with the progress, even though outcomes might have to wait for the end of the year.

Hernandez then turned back to Lopez to present the MOU. He said that the credit-builder loans to be provided by CANI would be essential services through this grant process. ICHLA would participate by providing funding for 6 \$500 loans, as well as an equal amount for another community somewhere else in the state. Lopez said this would be a significant project long-term and that ICHLA would be able to track progress of the existing businesses that receive them. Then asked if CANI felt this dollar amount was significant. Lopez said that the amount would allow emerging businesses to build credit and develop their business plans.

Lopez also said that one ICHLA's commissioners would be allowed to sit on the CANI loan selection committee and that CANI was chosen because they are well-equipped to carry this out.

Thon moved that the MOU be adopted. Stein-Ordoñez seconded. Commissioner Mrvan asked what responsibilities would fall to ICHLA, and Lopez clarified that we would guide CANI in recruiting and working with Latino businesses but not lending ourselves. Mrvan then asked if the idea was to move to another community, and Lopez said that it was the intent to bring forward a similar project with another CAP agency in another part of the state. Thon asked about auxiliary services and asked to whom they would be targeted. Lopez said the target would be businesses, but that he would like to see soft-skill training to businesses even not participating. The motion passed unanimously.

Unfinished Business

Hernandez began by discussing the thank you letters that had been sent to commissioners that have resigned. He said that letters had already been sent to Rivera and Flores and that one would be sent out to Commissioner Andrea Bueno, as well.

He then discussed attendance at local events and said that it is important that commissioners attend events in their areas. He said that while sometimes it is not possible, taking the time to attend sends the right message.

Hernandez then discussed the INversión event and said that ICHLA should be sensitive to the time needs of northwest Indiana, which is an hour behind. He said that people would need to be present to register participants, welcome guests, and facilitate the conversations in each of the regions. He also reviewed the proposed schedule for the day's agenda.

Hernandez also said that attendance was key, so that commissioners should reach out to people in their areas.

Commissioner Gallo arrived.

Lopez interjected that some of the regions had fallen behind in RSVP's for the event. He said that he had traveled in part to raise awareness. Thon asked if there was anything else going out. Lopez said that no targeted media was being done because participation was primarily for specific community leaders rather than the general public. Thon said he preferred to wait until closer to the event to raise awareness levels in South Bend.

On the logistical side, Lopez said that the rooms had been reserved and that technical details were in the works. He said he was working on catering and that he had preliminary quotes back from Panera, but that funding would need to be approved by the commission. Hernandez said the best way to proceed would be to approve a budget ceiling.

Lopez said that as an example, Panera would provide sandwiches in blocks of 25 rather than per person. Hernandez said the total budgeted amount for the event was more than \$6,000, and Lopez said that would more than supersede the amount spent on this event. Hernandez then said

that ICHLA should approve \$4,000 as a total appropriation for the event. Espinosa said that this seemed reasonable. A motion was made by Thon and seconded by Commissioner Ledo. The motion passed unanimously.

Lopez said he would provide details to commissioners as they became available. He then asked commissioners to pass the information along to all contacts. He said that one of things lacking in the state is cross-community participation, and that this was the main goal of the event. He also said that commissioners should remind their contacts that this was not a passive event, but rather an event for active participation. Lopez asked that commissioners direct participants to the website for more information and that he had added information to the page and changed the banner.

Mrvan asked which site would be used in northwest Indiana. Lopez said that Gary would be the host site. Mrvan then said that the cooking school could cater the event, and Lopez said he would be reaching out. Commissioner Little said that the Department of Correction could provide information on catering options.

Espinosa shared his personal experience with high cholesterol and temporary paralysis. He said that he was not aware of some of the symptoms and did not think he was at risk. Gallo said that he is involved in a legal case currently related to family nutrition, and that building nutritional awareness is critical from a variety of perspectives.

New Business

Lopez said that he had listed events in the Executive Director's report.

Thon said that an event honoring Latino baseball players was taking place in South Bend and that all commissioners were encouraged to attend.

Gallo asked about the feasibility of acquiring a tent for events. Hernandez said that this could be purchased. Lopez suggested that commissioners ask the boards they sit on to see if there was one that would be replaced or discarded.

Gallo said that he was contacted by El Puente about potential help or collaboration, as they are concerned about their funding needs.

Hernandez said that Lopez would be sending out potential dates for the 2010 ICHLA retreat. He said he would try to get Michael Russo, who facilitated the meeting last year, to perform the same duties again.

Finally, Hernandez noted that Commissioner Gonzalez's son was recently hospitalized with appendicitis but was at home and doing fine.

Adjournment

At 4:32pm, the meeting was adjourned by Hernandez.

