

Indiana Commission on Hispanic/Latino Affairs
Commission Meeting Minutes
Thursday, August 28, 2008
3:00pm – 4:30pm
Conference Center Room 4
Indiana Government Center South
Indianapolis, IN

Commissioners Present:

Alfonso Vidal (Chair)
Pat Rios, House Lay member (Treasurer)
Guadalupe Hernandez, Senate Lay member (Secretary)
Angel Velez, Designee, Dept. of Correction
Lauren Harvey, Designee, Dept. of Education
Mike Barnhart, Proxy, Dept. of Workforce Development
Federico Thon, House Lay member
Andrea Bueno, Proxy, Lt. Governor Becky Skillman
Dr. John Nieto Phillips (by phone)

Commissioners Not Present:

Adolfo Solis, House Lay member (Vice-Chair)
Andrea Perez, Designee, Dept. of Health
Tony Kirkland, Civil Rights Commission
Rep. Richard McClain, House Republican
Rep. Mara Candelaria-Reardon, House Democrat
Lisa Kusiak, House Lay member
Sen. Marvin Riegsecker, Senate Republican
Sen. Vi Simpson, Senate Democrat
Dr. John Nieto-Phillips, Senate Lay member
Richard Espinosa, Senate Lay member
Ivan Hernandez, Senate Lay member
Sid Norton, Proxy, Family & Social Services Agency

Staff Present:

Patricia Sanchez, Executive Director

Audience Present:

John C. Ruckelshaus, DWD
Francisco Garcia

I. Call to Order

Commissioner Chair Alfonso Vidal called the meeting to order at 3:00pm. A quorum was not established.

Commission Business

A. Approval of Minutes July 2008

The question was asked if there was anything that needed to be changed.

Thon, Vidal, Velez, and Harvey found some corrections and the corrections were made to the minutes.

II. Reports

A. Executive Director's Report

Sanchez mentions that she was going to bypass her report. She wanted to take a different stand and keep it short primarily because of doing the annual report. Sanchez mentions that she was disappointed in seeing that the commission had met few goals from 2006. She wants the commission to dig deep and look at what they are doing. She wants the commissioners to realize that there have been changes in staff; but we set out, and taxpayer money was spent to do strategic plan, and she wants the commission to look at what their directive is and what they should be doing. Is the commission working to achieve these goals? If you will look at the report and the strategic plan, there is no correlation. Sanchez mentions that the report was due in December and normally a report like this takes 3-6 months. She mentioned that putting the report together was not easy. She mentioned that she enjoys research, but when faced with being the Executive Director, it is hard to do both. Sanchez thanks those who helped, but mentions that there were errors being found. She does not like the commission's name on a report that is not satisfactory. She did not make any recommendations in the report because she believes that is what subcommittees should have come up with. She mentions that the commission should be starting the next report for this December and they have 4 months for a date for 2008. She mentions that they all should be working on this and that it is a huge endeavor.

Thon mentions that Sanchez is the facilitator, the executive director, and when he went to the website it was behind. He mentioned that most of the commissioners are not on the website and that the goals are from 2005.

Sanchez mentions that the website is another task that needs to be accomplished. She said that the commission needs someone to assist with what needs to be done and that is the biggest thing that she is asking the commissioners to address.

Vidal asks what Sanchez's proposal is for the report.

Sanchez answers that she wants the commission to look at the report and that she wants feedback.

Vidal states that everyone will look at the report.

Sanchez mentions that everyone needs to really critique the report.

Vidal asks if there is going to be an executive summary page.

Sanchez answers that she thought she printed one.

Velez asks if there is another copy of the report. The response was that there was not another copy.

Vidal mentions that the executive summary was not in the report that Sanchez e-mailed.

Sanchez agreed that the summary was not in the e-mail. She added that as she met with legislators and senators and they told her that the report was too long.

Vidal mentions that the summary should stay to one page. He mentioned that the font is large and it is two pages now.

Thon mentions that people that are busy will read bullet points.

Vidal states that he is sure everyone will read and critique the report. He recommends not waiting to vote on the report, but having everyone read the report and sending an e-mail with suggestions, or no suggestions, by September 5.

It is mentioned that the commission cannot vote via e-mail. It is proposed to voting on accepting the report with minor changes.

Vidal mentions that the commission needs to start working on the next report immediately. The subcommittees have been selected and will start working on their reports right away. If all the subcommittees have a report it would make Sanchez's job easier.

Sanchez has a list of the subcommittees and asks everyone to think about what committee they would like to be a part of.

Thon mentions that this report says fiscal year 2006-2007.

Sanchez mentions that the last report sent to the governor's office was in 2004-2005.

Vidal thought that there was a 2005-2006 report and Velez said that he would have to check his e-mail. Sanchez mentioned that she checked with the governor's office and they stated that there was no report for 2006-2007. Vidal remembers voting on it and thinks that it might have been approved, but not submitted. He wonders if Sanchez has all the files that were on Mendoza's computer. Sanchez replies that she does not have all the files from Mendoza's computer.

Velez states that seeing as there is not a quorum, he is going to go back and look. Vidal mentions that he will try to contact Mendoza.

Hernandez states that, regarding voting, the bylaws and code says: silent about electronic voting. A majority vote is required for the commission to take action on including a filing of a report. The bylaws state under section 13 that there must be at least 11 members in order to vote.

Vidal asks if there are any other questions. There are none.

B. Chair's Report

Vidal mentions that he is working on some thing with Sanchez and that she has done a majority of the work. He mentions that there have been executive committee meetings and adds that they had one, but not the other. There are a lot of e-mails going around trying to get the meeting finished. He states that there is nothing left to say, he hopes that everyone has read his e-mail, and opens the floor up for questions.

C. Budget Report

The commissioners were given a copy of the budget. Sanchez mentions that she met that afternoon with procurement, Carol Flynn who does accounting, and Sharleen Daniels who is the head of that section. The commission started over in July of 2008. If the commission would like to support a program, line item 3 would go up and would come out of workshops. Sanchez would strategically word it; submit it to DWD with a narrative and all her information. Then she would have to itemize every part of the proposal. After that she writes down the total amount and goes to Scott Sanders for approval. All estimates and bills need to be there to support her request and once approved is sent back to her. She cannot do anything until she gets a signature. By state rules she cannot do certain things because the commission is spending tax payer's money, so the commission has to be able to justify what they are doing. For example, a Christmas Party, and the commission cannot pay more than \$2000 for a speaker. Anything about \$500 needs to go through certain channels. Anything that falls under the commission's mission statement is a safe avenue.

Thon mentions that there needs to be an approved budget with a finance committee.

There is a discussion on line item 3. If someone has an event that they want to go to, the commission can look at line item 3 and see if they can afford the event.

Thon mentions that there needs to be a budget year to date to make sure that the commission is on track.

Vidal agrees that the commission needs a budget actual and a budget year to date.

Hernandez states that the budget goes from July 1 to June 31.

Sanchez points out that the balance that is on the page is the budget.

Vidal begins the discussion on the yearly budget. He asks if \$131,000 is the total amount of money that the commission has at the moment. Hernandez states that it is the money that the commission has left over for the year.

Thon states that if the commission is dealing with purchases that they need to have a year to date budget. Hernandez clarifies that this is just a budget for the month of July, it does give a year to date, but it is not called that. All the commission has left in line item 3 is \$44, 439, but in workshops \$23,000. Vidal asks how the commission knows if they are going to spend that money. Hernandez clarifies that they have \$23,000 there for their expenditures for the

next eleven months. He says what the commission needs to know is what falls under workshops.

Sanchez mentions that even though there is \$23,000 there, the commission can gain that money elsewhere. What the commission did clarify is the rollover. If the commission chooses to, they have \$69,000 in the rollover fund right now.

Vidal mentions that last year there were a discussion that there were line items that could not move. He states that as far as the budget report, the commission wants a year to date and an actual budget. Sanchez states that the budget is a year to date and that what was budgeted for the fiscal year is in the last column.

Barnhart adds that they need to look at what we anticipated for the rest of the year. They need to put that budget on a timeline and interpret them as they are used. He states that this is the formula working around in the district.

Vidal states that the commission needs to know what they have and if it will be used later.

D. Committee Reports

1. Education Committee

Harvey starts by saying that the committee has a good representation and is a good group. Currently they are focusing on the conference and the upcoming 2008 report. She mentioned that there is a need for preschool and kindergarten resources for Hispanic/Latinos. In Sanchez's report it says that the sub-committee has been meeting with Juana Watson. There is a website up for registration for the conference and they are starting to get the word out. The breakout sessions and the keynote speakers are being planned. She adds that the education committee needs to focus on the community action plan and to work on drop out rates and the success of Latino students.

Bueno mentions that the 23rd of October is the day of the commission meeting. Vidal states that the commission does not want to change the meeting.

III. Old Business

A. Retreat Notes Action Plan

The discussion starts with the December retreat. It is noted that they spent tax payer's money and a lot of people did not attend. The commission needs to look at these and come up with a strategic plan. They need to go back and look at the things that the commission planned to do.

One of the concerns is that the commission is not visible to the Latino community. The commission wants to make a marketing strategy and create a marketing subcommittee. There has been a lot of projects to get done, that not much has been

done, which is why there is a proposal to create a subcommittee. The floor is opened for ideas.

Sanchez mentions that the commission needs an updated brochure. She adds that Fiesta is September 20 and that there are many towns that are having events. It is at those events that the commission needs this marketing information. The brochure is out of date, basic, simple, and doesn't market the commission well. She adds that along with the brochure, the subcommittee should be in charge of the website as well. She asks if anyone would like to be on the committee. Thon says that he would like to be on the committee, but does not want to be the chair. Sanchez adds that the members of the committee do not have to be on the commission. It is mentioned that collaboration around the state is very important.

Phillips starts the discussion on the strategic plan. He mentioned that the discussion from the retreat resulted in changes and the Latinos were enumerated. The objective was to contact Washington DC to see if the commission could collaborate planning for the upcoming census. Another question was how can we help to be the most effective in bringing the census to Indiana and help to enumerate more effectively.

Vidal adds that there needs to be more of a focus on the state of Indiana and asks if there is anything else from that point. Ruckelshaus states that he will get more information and report back to the commission.

The discussion was steered into talking about removing members from the commission. Vidal mentions that the commission attempted to have the conversation, but that the topic was tabled and the commission is still in pursuit of an answer.

The commission will try again in the next session and the code and the bylaws would have to be amended.

Sanchez adds that the commissioners would need to be notified two weeks beforehand in order to change the bylaws. Hernandez suggests that the commission try to accomplish this situation. Sanchez suggests that the chair should e-mail everyone to tell them that the commission wants to change the bylaws. Hernandez adds that it needs to be done in the next 30 days.

It is then mentioned that each committee needs to meet with one local elected official and report back to the commission. It is suggested that the commission picks one or two legislatures and have the members meet with them and offer information about the commission. There needs to be a protocol to the meetings. It is mentioned that Sanchez and Thon meet with legislatures often.

Sanchez mentions that the meetings with the legislatures need to have Sanchez or Vidal present; no one should meet with the legislatures alone. Vidal adds that he believes that Sanchez should be present. If it is an official meeting, then Sanchez should be there.

Phillips mentions that his understanding is to stay at one point and to avoid political things that could result in a negative relationship with an elected official.

Bueno states that it seems like the commission is setting itself up for failure. She knows that the commission does not have quorum if they should make a different strategic plan. She adds that the commission needs to look at realistic expectations and to hold the commission to this strategic plan is not right.

There is a discussion of concern on the strategic plan. When there was a meeting in December the ideas were voted on, but now the commission is running into a different dilemma. The commission needs to look back at the minutes and the timeline.

Sanchez mentions that there are directives and subcommittees, but there are no instructions on what the subcommittees should be doing. There are three months to get things done.

The goal is to finish 2008 and determine what can be accomplished in a short amount of time. Determine what the commission needs to be doing and ask if it is realistic.

There is a discussion on the report and that the report needs to be done in 3 months. There is missing information from the committees and there is a question on if there is enough information to provide a report. However, there needs to be a report with important information that deals with the current state of the Hispanic/Latino community. Vidal mentions that there needs to be a report because people ask what the commission is doing. Ruckelshaus mentions that providing information and reporting on activity are two different things. He states that there needs to be recommendations. Is the report about the Latino community or what the commissioners are doing? It is mentioned that there might be a need to contract out to get professionals to assist in statistics and information for the report. If people are appointed to the head of a committee, they need to report back to the commission on areas where they need assistance.

Hernandez mentions that there needs to be a conversation in immigration. He does have information to report because he talked to people and he is ready for the hearing. Unfortunately, the two professors that he hoped would attend cannot because they have classes on those days. He is the only one with the information. He will make copies of the information for the commissioners.

Vidal asks if anyone disagrees with finishing the 2008 report. He states that the commission will look for someone to help, but believes that the committees should still be working on information. The next goal is to create a new timeline.

Barnhart mentions that they could break up into committees and subcommittees. Vidal mentions that he has been asking about this for two meetings and that he is going to break everyone into committees.

B. Motion for the following

Vidal states that there will be no motions.

1. Immigration Sub-Committee Formation

Hernandez mentions that when Sanchez contacted him that he said he would try to do what he could. August 15 he checked in with Sanchez about the hearings. September 9 he checked in with Eliza Huston and asked what she wanted him to talk about. She said there were 15 issues. Origin and undocumented aliens in Indiana were information that she needed. Where are they from, where do they live, and where do they work? In context.indiana he found 45,000 illegal immigrants that live in the state of Indiana in the year 2000, but she needed more updated information.

Bueno offers to help Hernandez. Hernandez was asked to speak at the hearing.

2. Support of Latino Education Conference

Harvey mentions that she will be at the conference. She states that they would like a financial contribution and a partial main sponsorship from the commission.

Vidal states that if the commission can use money from the rollover they can help, but if not they cannot. He asks if there is going to be a proposal about where the commission will see their banner.

Harvey mentions that Watson knows more details about the conference and mentions that she is in Mexico.

Rios states that she would like to see a proposal about what the conference would like and how much money they would like the commission to spend.

Harvey will send out what information she has to Sanchez and the commission will meet and make a decision on support.

3. Support of La Plaza

La Plaza is a community organization and will be hosting La Fiesta on September 20. They asked the commission to do a job fair and support with \$10,000. The commission wants to hear a more formalized proposal and thinks it would be a good idea to get involved in community events, to make the commissions presence felt.

There cannot be a vote because there is not a quorum. Rios mentions if there is 100% participation she can have the commission vote via e-mail. She will e-mail out information and it will be voted on. Vidal took a vote based on the commissioners in attendance for support of this event. All commissioners voted on in favor of support.

C. Hispanic Heritage Month Update

Sanchez mentioned that the program is going to be great and she would like as many commissioners as possible to come to the event. The event is the same day as the immigration study committee. She adds that she needs support and nominations on the award winner. The subject is health. She needs the information soon because she needs to submit it to the judges.

IV. New Business

A. 2-3 Year Plan Request for Budget Increase

Sanchez e-mailed out the 2 year budget increase. Rios thinks the budget will work.

Thon mentions that Vidal will be the chair of the marketing subcommittee.

B. Legislative Dinner

It is mentioned that the dinner will be discussed at the next meeting and that the dinner happens to form better communication with the legislative body.

C. Retreat

Vidal mentions that he wants to do a working retreat and will discuss it more at the next meeting.

V. Next Meeting

A. Discussion on November and December Meetings

B. Next Meeting September 25, 2008 at 3pm

The meeting was adjourned at 5:13pm