



Iowa Department of Human Rights

Governor Terry E. Branstad
Lt. Governor Kim Reynolds
San Wong, Director

Division of Community Action Agencies | Division of Community Advocacy and Services | Division of Criminal and Juvenile Justice Planning
Offices of

Asian and Pacific Islander Affairs | Deaf Services | Latino Affairs | Native American Affairs | Persons with Disabilities | Status of African Americans | Status of Women

MEETING MINUTES IOWA COMMISSION OF LATINO AFFAIRS MEETING

Thursday, May 31st 2012

Lucas State Office Building, 2nd Floor – Eleanor Meeting Room
321 E. 12th, Des Moines Iowa
2:30-4:30 p.m.

Participants who wish to participate by phone should call 866-685-1580.
When prompted, enter conference code: 0009991931 #

Present:	Sal Alaniz	Maria Lara
	Alejandro Pino	Juan Rodriguez
	Ramon Rodriguez	
Absent:	Rebecca Jackson	Joan Jaimes
Staff:	San Wong DHR Director	
	Alba Perez Executive Officer	

DHR: Department of Human Rights (<http://www.humanrights.iowa.gov/#>)

Three Divisions:

- 1- **CAS:** Community Advocacy and Services (<http://www.humanrights.iowa.gov/advocacy.html>)
- 2- **CJJP:** Criminal and Juvenile Justice Planning
(<http://www.humanrights.iowa.gov/cjip/index.html>)
- 3- **CAA:** Community of Action Agencies (<http://www.dcaa.iowa.gov/>)

LA: Latino Affairs (under CAS)

DA: Division Administrator (DHR has three divisions, each has a division administrator)

EO: Executive Officer (Alba Perez for Latino Affairs)

= Motions

= action item(s)

I Call to Order and Introductions.

Sal Alaniz

The meeting was called to order at 2:32 p.m. by Chair, Alaniz.

Alaniz asked everyone present to do self introductions and asked that bios are submitted.

Commissioners agreed that once bios are turned in they can be posted online.

II Approval of minutes (4/12/2012 meeting).

Sal Alaniz

Pino motion to approve minutes, R. Rodriguez seconded. All approved.

III Director's Report.

San Wong

Wong shared that DHR is finding the interconnection within each division and between the three DHR divisions as well. The clustering of CAS offices is one example of that effort, for instance Perez oversees

the Office of Latino Affairs and the Office of Status of African Americans. Wong is encouraging commissions to have other divisions such as CJP and CAA come and present to them and see where there can be further interconnection.

Wong indicated Perez can make the necessary arrangements to either invite CJP or CAA staff to present at the commission meeting or arrange for a separate meeting.

CJP and CAA serve people also served by CAS:

There are also opportunities for commissioners or people they recommend to serve on some of the CJP committees. See enclosed document.

DHR has hired a Division Administrator that will oversee CAS. Her name is Heidi Smith and she starts employment on 6/5/2012. Wong said that we are working towards being fully staffed and will be hiring two more staff.

Alaniz asked if there would be funds for Latino Affairs to for instance have a booth at the Latino Heritage Festival. Wong, budget for DHR has been approved and it is the same as last year. LA should be able to attend some of the events that it has in the past. We will certainly wait for the new Division Administrator (DA) to provide input but I have asked our three Executive Officers to prioritize and that it is important to have the commission's feedback on these issues. The new DA will lead our outreach this summer and that will help define where to place our resources. Wong asked the commission to channel request about LA exhibit opportunities via Perez. Wong, we have limited funds and we have to be strategic on how we spend those funds.

Alaniz, if a donor provides the funds would the department consider it? Wong, yes. We also have to make sure to remember we have a statewide focus. Pino, will you still do the outreach? Wong, yes. We plant to do this outreach towards the end of July or so this year. Alaniz asked Wong provide an overview of the DHR Board. Wong, the DHR board provides overall guidance to the department and helps to coordinate initiatives. New DA will sit on that board as staff and also be a part of the Executive Team.

IV Executive Officer's Report.

Alba Perez

Perez provided a report that corresponds to the breakdown of her job description and the code.

Perez and Wong clarified the surplus funds opportunity and how CAS is working to properly utilize those funds. Perez reported on direct services and most common inquiries. Perez also shared the positive manner and promptness in which the Iowa Department of Corrections' leadership has responded to LA inquiries. Pino, can you share if there is a trend in corrections? Perez, issues are very diverse. Alaniz, it is good to know that agencies are responding to LA inquiries.

V Commission's Report.

Sal Alaniz

Alaniz shared that the committees were formed based on the priorities set by the Commission during the strategic retreat in the fall of 2011. Perez indicated she created

the report chart based on those priorities. Communications was the only committee that did not come from the strategic meeting. Perez asked if commissioners wish to revise purpose/goals of each committee to set achievable goals. Committee work can be described in the purposes and goals and when approved by the commission it can be completed in partnerships with others. Alaniz reiterated that partnerships may be vital to accomplish goals. Committees can meet. If there is quorum then it becomes a public meeting additional notices have to take place. Please contact Perez for clarification. Pino and J. Rodriguez asked if they could meet with Perez to do some of the committee work, Perez said yes. J. Rodriguez wants to hold a meeting with Perez soon in reference to the Communications Committee to which Perez agreed. R. Rodriguez and Pino suggested to begin to meet to revise committee purposes/goals.

VI Department of Human Rights Board representative report. Joan Jaimes
The DHR board has not met and representative from Latino Affairs, Jaimes was not present. DHR board will hold a meeting in June.

VII Vice Chair Election and brief overview of Commission and Executive Officer duties. Sal Alaniz – Alba Perez
Vice Chair election has been postponed until next meeting tentatively.

VIII Public comment. Public
No public, no public comment.

IX Next meeting dates. Sal Alaniz
Iowa Code 216A indicates that the commission must to meet four times during the fiscal year. The next scheduled meetings are tentatively set for Thursday, August 23rd and Thursday, October 18th from 2:30-4:30pm. Meeting room to be determined.

X Adjourn.
Pino moved to adjourn. Seconded by J. Rodriguez at 4:30pm.



Sal Alaniz, Jr., Chair
Date 7-27-12



Alba Perez, Executive Officer
Date 8-23-2012

