



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

**MEETING AGENDA**  
**IOWA COMMISSION OF LATINO AFFAIRS MEETING**  
**Thursday, August 23rd 2012**

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

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

- I 2:32 PM** Call to Order, roll call Introductions. **Sal Alaniz**  
**Present:** Juan Rodriguez, Alejandro Pino, Maria Lara and Ray Rodriguez. Jackson and Jaimes joined via conference call.  
**DHR Staff:** San Wong, Heidi Smith, Alba Perez

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)

- II** Approval of minutes (5/31/2012 meeting). **Sal Alaniz**  
**Pino** *moved* to approve the May minutes. No discussion took place. **R. Rodriguez** second.  
All Approved.
- III 2:45 PM** Director's report, introduction of Division Administrator, (budget and surplus).  
**San Wong – Heidi Smith**  
**Wong**, most significant information for the commission is the addition of Heidi Smith; I will let Smith share information on the surplus and the three major initiatives. Three items that our offices needed and I will let her share that with you. We have a tentative possibility and with our constrain resources but in collaboration with others we might have a presence at the Iowa State Fair in the future. It is an expensive endeavor.  
You will hear more about it in the future and we will want input of the commissioners. We have submitted our budget, status quo. That means we will have to absorb some costs. CAS reflects a combined budget, vs. the budget per office that used to be presented to commissions prior to reorganization. One of my main concerns is being able to keep our staff. For the most part the Governor will be able to submit a status quo budget.

Division of Community Advocacy and Services



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**Smith**, when I came onboard a process was underway for consultants from State Public Policy Group - SPPG to come in and developed three tools: Intake Tool, Performance Measure Tool, and Community Assessment Tool. **Smith** shared some of the background on each one of the tools. We were also able to have a company do branding for DHR and CAS and **Smith** shared brochure samples. **Wong**, the marketing firm asked us: Who is the audience of DHR and CAS. We want our constituents to be included in the larger community. We focus our energy in pushing to include our constituents and creating access that is indented to include all. We wanted to make sure that our marketing materials reflected how our work is in line with and aligns with work of the State. Pulling together resources where it makes sense, i.e.: CJJP, CAA

**Perez**, we also were able to get Go To Webinar and filming equipment to better reach our constituents. **Wong**, staff will support each other. **Alaniz**. What does outreach look like?

**Wong**, we will use for instance the Community Assessment Tool to go out throughout the state to address our commissioners and local public and community organizations. **Wong** provided an overview of what outreach would look like. We can use the tool to find out about issues and then who in state government can address a specific issue.

We can also talk about our work; tell people we are gathering this information, i.e. a public health issue. Who do we know in specific areas of the state to address specific issues?

It is difficult to describe because we have never done it before. It may change as we move along. We will probably start in the Waterloo area for our initial outreach meeting. We want to go where it will not be difficult for folks to come and see us. **Alaniz**, is this for CAS only?

**Wong**, no, it is for DHR. For instance CAA has local established local community agency offices. We want to allow the flexibility for public comment but also be productive. We will need your help, commissioners on who should we invite, etc. **Alaniz**, I don't think this has ever been done. What are the community issues and how do we pass them on to build capacity? An example is for instance who can mentor/guide persons in other parts of the state that want to start a radio station? **J. Rodriguez** is looking for experts to provide webinars for Latinos. He already spoke to *ISED and they are willing to do a webinar with LA*. I want to be able to do something, not just come to meetings. . **J. Rodriguez**, in planning to expand and have 100% coverage we will look to train folks locally, we will have room for maybe 10-12 people for 20 classes. I just want to find the funding so I can pay the instructor to start. Online radio can be put together in three days and possibly \$2,000. **Wong**, suggested **J. Rodriguez** reaches out to Lori Young in the IEDA.

**Alaniz**, can we put a webinar online? Can we get younger people involved and for them to learn skills that they can't get somewhere else? **Perez**, I hear you talk about mentors. We could do a webinar on how to be a good mentor. **Alaniz**, social media can helps us to highlight someone like Juan Rodriguez in considering what he has built as a future career.

#### IV Executive Officer's Report (Deferred Action and presentation template, festival).



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**Alba Perez**

Perez provided a general report, offered the detailed report in writing if requested. Perez reported on meetings, partnerships and trending issues. Wong, this will turn us into a proactive resource instead of fixing problems. Shared power. Alaniz, I sit on a committee with J. Edmonds from Public Health. Is there an opportunity to work with her? Perez, yes. There is no current pressing health issue at this point but suspect it will happen in the future. Wong, provided the API example of the Health Guide. The University of Iowa will provide an intern and J. Edmonds will manage the distribution of the Health Guide which was a collaboration between API and the University of Iowa International Studies. Alaniz, I think these are the type of partnerships we need. Wong, this is capacity building at its best.

**V Commission's Committees Discussion. Sal Alaniz**

Committee	Chair
Communications	Juan Rodriguez
Disproportionate Confinement	Vacant
Education/Gangs/Dropout	Joan Jaimes
Health	Joan Jaimes & Alejandro Pino
Immigration	Alejandro Pino
Jobs/Economic Development (Workforce)	Sal Alaniz & Rebecca Jackson
Leadership/Civic Engagement	Sal Alaniz
Legislation	Joan Jaimes

Alaniz, we developed the committees. Are the areas above that we should prioritize? On the Latino Leadership Program can we have a facilitators training? Perez will check with Himar at ISU Extension. Perez, from our last meeting we discussed updating the purposes for each committee. Alaniz, these committees are linked to our strategic planning from last year. These more than committees are priority issues. We are looking to address the type of deliverables with local partners to affect change. We should tabled this discussion to seek a way to prioritize key issues. Maybe one or two of us can work on this. May I suggest that I can work with Jackson and Smith to present to be able to present something to the commission by next meeting. Perez will send Jackson's Partnerships and a blank document. Perez indicated that Jackson's was the most complete document that was submitted by a commissioner. Wong, it will be a living document that can always be updated. You as commissioners can be there for the outreach so your interest are represented

**VI Department of Human Rights Board representative report.**

**Joan Jaimes**

Jaimes, our last meeting was in June. Wong, we had our last meeting two weeks ago. At that last board meeting we were trying to finish our strategic planning. There has not been a



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lot of progress since last LA meeting. We have a telephonic meeting on 8/24/2012 to approve the budget and a **strategic meeting is scheduled for 9/19/2012.**

**VII** Vice Chair Election and brief overview of Commission and Executive Officer duties. (Recommendations and media inquiries). **Sal Alaniz**  
**R. Rodriguez** volunteered to be vice chair. Voice vote. **Alaniz**, let's make it formal, who would like to nominate. **Pino** nominated **R. Rodriguez** as Vice Chair. All voice votes yes, including commissioners participating via conference call. All approved.

**VIII** Disproportionate Minority Youth Detention and letter of support.

**Paul Stegeberg**

**Stegeberg**, shared information on the Iowa Juvenile Detention Screening Tool, its effectiveness and requested the support of the commission in the form of a letter to the judicial branch to implement this tool state wide. **Stegeberg** indicated his intend is to ask for the commission to allow the chair to sign a letter of support for this purpose. **Wong**, shared more details. **Pino**, who is using the tool? Juvenile Court Officers (JCO). **Stegeberg** indicated some use it after detention instead of before the detention occurs. In addition he shared more details about what happens in the schools. **Wong**, this tool is not to replace the JCO's judgment is to enhance it and to prove that you are fair and gives JCOs the ability to override. **Stegeberg** indicated this tool is a risk assessment tool, unlike IDA which is a risk and needs assessment tool. **Pino**, have you encountered any major issues in the counties where is being used? **Stegeberg**, no. Our tool has been validated IDA has not. **Wong**, CJJP has credibility because it sits independently in DHR, not in the corrections or judicial system. **Wong**, CJJP is a resource for the commission in DHR. **Stegeberg**, we are trying to make the system more efficient.

**Alaniz**, do we have a motion from the floor so the chair, based on the R. Rodriguez moved, Alejandro Pino seconded. All approved.

**IX** Public comment. **No public comment.** **Public** (Signup sheet available).

**X** Next meeting is set for **October 18<sup>th</sup>**, 2012 (date was proposed during May's meeting). **Perez** indicated new commissioner's orientation will take place all afternoon on **Oct. 16**. New appointees will receive details from the Governor's office.

**XI** **Pino moved** to adjourn at 4:23 PM. **R. Rodriguez** seconded. All approved

  
Sal Alaniz, Jr., Chair

10-18-12  
Date

  
Alba Perez, Executive Officer

10/18/2012  
Date

Division of Community Advocacy and Services