



STATE OF INDIANA

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

ICHLA

**Indiana Commission on Hispanic/Latino Affairs
Commission Meeting Notes
Thursday, July 30th, 2009
3:00pm – 4:30pm
Conference Center Room 12
Indiana Government Center South
Indianapolis, IN**

Commissioners Present:

Teddy Flores, House Lay Member, East Chicago
Freddie Thon, House Lay Member, South Bend
Angel Rivera, Senate Lay Member, Indianapolis (Vice Chair)
Richard Espinosa, Senate Lay Member, Fort Wayne
Guadalupe 'Herb' Hernandez, Senate Lay Member, Fort Wayne (Chair)
Alfredo Gonzalez, Governor Appointee
Andrea Perez, Designee, Department of Health
Janie Duke, Designee, Department of Education
Josie Williams, Designee, Indiana Civil Rights Commission
Brenda Summers, Proxy, Department of Workforce Development
Michelle Stein-Ordonez, Designee, Family and Social Services Administration
Lisa Salinas, Proxy, Dept of Corrections

Commissioners Not Present:

Rep. Mara Candelaria-Reardon
Rep. Rich McClain
Senator Carlin Yoder
Senator Frank Mrvan
Pat Rios, House Lay Member, Indianapolis
Lisa Kusiak, House Lay Member, Muenster
Andrea Bueno, Designee, Lt. Governor's Office
Tina Little, Designee, Department of Corrections (Treasurer)
Christian Gallo, Senate Lay Member, Lafayette (Secretary)

Visitors Present:

Randy Gillespie, Budget Director, Department of Workforce Development

Staff Present:

Pat Sanchez, Executive Director
Judy York, Administrative Assistant

I. Call to Order

- A. Chair Hernandez called the meeting to order at 3:05 p.m. without quorum. Chair Hernandez established quorum at 3:20 p.m. with 11 Commissioners present.

Chair Hernandez thanked those who volunteered for the Black and Minority Health Fair. Commissioners who volunteered were Michelle Stein-Ordenez, Andrea Perez, Andrea Bueno, Tina Little, and Christian Gallo. Chair Hernandez also recognized Gallo for his work on translations and his community work with people in West Lafayette about ICHLA

II. Commission Business

- A. Approval of Minutes June 2009

Chair Hernandez asked for a motion to approve June minutes.

Thon motioned to approve, Rivera seconded.

There was no discussion. By voice vote, it was approved and motion carried.

- B. Approval of ICHLA Sponsorship Guidelines

Chair Hernandez read the Sponsorship guidelines that were handed out at last month's meeting. Hernandez emphasized that it is important for ICHLA to be recognized with our logo and our name at any events ICHLA supports. These are the guidelines to be submitted to the Commissioners and Hernandez asked for any questions.

After some discussion by Commissioners Thon and Rivera regarding suggested changes in 3a, 3b, 3c and 4. Chair Hernandez stated that changes would be made in numbers 3 and 4 of the Sponsorship Guidelines. He asked for a motion to approve the Sponsorship Guidelines as amended.

Commissioner Thon made a motion. The motion was seconded by Rivera. By verbal vote, all were in favor. There was no further discussion and the motion carried.

III. Reports

- A. Chair Report

Chair Hernandez reported that he communicates with Executive Director Pat Sanchez the week before and after each meeting by phone or email in order to stay current on issues such as the budget and agenda. Hernandez also met with State Sen. Dave Long and discussed the State Code's requirement for ICHLA that Commission designees must be Hispanic/Latino. The intent of having this requirement codified was to have state agencies hire more Hispanic/Latinos into their departments. However, some departments currently have no Latinos that can be representatives to the Commission.

Chair Hernandez also spoke with Sen. Long about the by-laws requirement that Commissioners attend 60% of meetings. It is not in code and will not

become code. Currently is up to the appointer to decide whether the Commissioner is replaced or reprimanded. It is up to the Commission to address specific cases.

Chair Hernandez announced that a representative from the DWD was present to explain the new budget and 10 minutes was set aside for that presentation.

B. Executive Director's Report

Sanchez reported that it was a busy month of events such as the health fair; working on Hispanic Heritage month; and attending an NCLR conference in Chicago.

Regarding the budget, DWD reported that ICHLA did take a loss. A representative from DWD will give details about the dollar amounts. Sanchez referred to the June financial statement hand-out and the roll-over money that the DWD representative will also discuss. The majority of money spent was in salaries, supplies, and sponsorships.

Sanchez discussed plans to update the website with a video as a public service announcement for the census as well as more information on Hispanic Heritage Month. She asked the Commissioners for suggestions on additional website subjects.

Sanchez reported that ICHLA is invited to the USHLI dinner on August 14 in Chicago. It is a fund raising dinner. The only expense is for hotel accommodations if a Commissioner decides to stay overnight in Chicago. Prior to the meeting, we will meet on best practices as well as discuss issues related to the Hispanic community on the national level. Sanchez reported that other states have experienced budget cuts at the Hispanic organizational level.

Regarding Indiana census 2010, the State announced that it would not provide translation on any media we receive from them. ICHLA will have to provide our own translations for the Public Service Announcements from of our budget.

H1N1 is up to three deaths in Indiana. There is a huge concern that schools will be opening soon and information needs to get into the community about the virus.

Sanchez reported that she met with a representative of the Indiana Historical Society regarding Hispanic Heritage month at the suggestion of Andrea Bueno. They have put her in touch with historical societies in Ft. Wayne and South Bend. She learned from a contact that Northwest Indiana Hispanic history may go back to the 1700s. On the national level, there are two documentaries being developed for Hispanic Heritage month.

Sanchez referred to an RFP that the Department of Administration and Governor's Fellows program is developing for translation and interpretation requirements for the state. Sanchez asked for comments soon since final approval is tomorrow.

C. Financial Report

1. Review of Sponsorships (May Meeting)

Executive Director Sanchez is looking at the budget for justification of money; the justification for census and for the annual report; if we have it in the marketing plan. We had a dollar amount of \$96,000 budgeted. There is still \$26,000 on the books. Chair Hernandez added that these requests should be processed in the next month. The good news is that distribution of funds for sponsorships does not have to be done until next month or September. We have to decide what money we have and whether to take a pro rated portion or some percent due to the tightened budget. It is preferred that we go through that process and then look at this again next month. Some of these have been paid already – others were postponed to September such as the minority health fair.

Chair Hernandez expressed disappointment that the bus that ICHLA sponsored wasn't used during the Health Fair and stated a concern about sponsoring the bus in the future. Executive Director Sanchez added that Commissioner Stein-Ordenez and she met to assess what went right and wrong and will also meet with the Health Committee to debrief them. Sanchez related a conversation she had with a Latino state office worker regarding the poor showing of Hispanic/Latinos at the Minority Health Fair. The comment "Look at the name of the event" was the response from this person. Sanchez expressed concern that, in event of a disaster, how we can get the message out effectively regarding meeting at a large venue. The question is how do we get the message to the community? How do we do that? Is there a division? This is a reality. What do we need to do to reach the population?

2. Distributions for Fiscal year 08/09 and 09/10

Executive Director Sanchez discussed sponsorship spending for fiscal 08/09 as follows: Puerto Rican event, \$750; Latino conference, \$150; Project Stepping Stone, \$5,000, and bus for the Black & Minority Health Fair, \$1,050; for a total of \$6,950. All other sponsorships that were voted on during June, 2009 meeting was rolled into the 09/10 budgeted year.

For fiscal 09/10, sponsorships to be paid are as follows: Eiteljorg, \$3,000; Indiana Latino Institute, \$1,500; META, \$4,000; Los Salseros del Barrio, \$5,000 (two years at \$2,500 each); Domestic Violence Conference, \$1,000; Fiesta Latina, \$5,000; LEAP of Noble County; \$5,000; St. Vincent's Medical Interpreter Conference, \$1,000; and additional Minority Health Fair support.

3. Line item discussion

Randy Gillespie, Budget Director of DWD, distributed a simple line item budget for ICHLA that he discussed. He stated that, for this year, the biannual budget appropriation is \$124,235. The state legislature holds back 5% which leaves \$118,023 for the current year appropriation. The itemized budget is proposed at \$112,621.85 which leaves \$5,400 currently unbudgeted. Highlighting the larger ticket items, \$8,000 is for management consulting which includes a contract to Indiana University of \$5,000; \$1,500 for translations; and \$1,500 for the stipend for attending ICHLA meetings. Agreement & fees is \$18,000 which includes \$15,000 for DWD management costs for financial reports and things we do on ICHLA's behalf; and \$3,000 for a temporary services contract. Line item for \$13,000 covers workshops, including \$6,000 for meetings for the Commission; \$4,000 for local forums; \$3,000 for training and conferences. Gillespie asked for questions.

Rivera, Thon, and Hernandez had questions regarding various line items. Gillespie explained that IT services are actually federally funded; however, the costs for maintaining the computers, data storage, and IT support are billed through the state. ICHLA does have a Memo of Understanding with the state that binds it contractually. Gillespie assured ICHLA that all the state Commissions are treated fairly and equally. Gillespie has discretion on budgeted amounts for IT and would consider ways to reduce the allocated amount if there was a need. He noted that, statutorily, any unspent funds remain in an account for the use of the Commission. Each entity is authorized to spend what is currently appropriated. However, if a request is above that amount, permission can be sought from the budget director with written justification.

\$248,796 is statutorily available to the Commission currently but that includes current year (\$118,023) plus unspent monies from prior years. The budget director reserves the right to determine what carry-on funds get appropriated on top of current year and that is based on the state's financial condition. If an additional \$10,000 is required, because we are at the beginning of the year, it may not be heard as loudly as it would next May. Unencumbered funds are used in considering the next year's budget but this funding is not intermingled with federal funds.

IV. Old Business

A. Hispanic Heritage Month

1. Executive Director Sanchez discussed the Distinguished Hoosier award from last year that received just 6 nominations out of 303,000 Latinos in the state. She asked for direction on whether to focus on a theme such as

health, education, or business or generalize to recognize an outstanding person in the community.

Commissioner Bueno suggested at the last meeting that a cultural focus be placed on Hispanic Heritage month. Sanchez passed around a brochure that was made last year for Hispanic Heritage month at a cost of \$1,000. This year, state agencies are encouraged to send email invitations to attend events. Last year, some legislatures came to the event but none of these served on ICHLA's board. At this time, it is unknown whether the Governor or the Lt. Governor will appear for the Hispanic Heritage month kickoff. Also, last year a Mariachi band from Mexico entertained at the event. The cost was \$1,000 even though the group was piggy-backed on another event while they were in town. Dance groups run from \$500 to \$1,000. However, Los Salseros del Barrio, a local school group, will not charge but they may need a bus for transportation.

The high end estimated cost for entertainment is \$4,000. The food is estimated at \$3,000. The Legislation program for students is \$2,000. If we do an outdoor venue, a stage with sound would be required for \$10,000. The entire price tag would be in the range of \$20,500. Sanchez asked the Commission for direction on how to proceed. She offered that it can be scaled back or scaled up.

Commissioner Thon expressed his frustration that the major issue is a lack of collaboration within the Hispanic community.

Chair Hernandez suggested that, due to the limited time to continue discussion, the budget should be emailed to the Commissioners for review. Commissioner Rivera suggested putting off the event until 2010. Sanchez countered that much of the initial planning has already been done with the state and reminded the Commission that Legislation Day was not held last year. When the Commission changes or removes events, it confuses the community. She asked for direction on how much to spend and whether the event will be indoors or outside.

Chair Hernandez stated that he is in favor of doing an event but not at the scale proposed. Inexpensive entertainment can be obtained but food is not needed. Hernandez extended discussion for 5 to 7 minutes.

Commissioners Flores, Rivera, and Thon expressed some reservations about the plans for the event at this point. Sanchez suggested joining the Mexican El Grito event in an outdoor venue for September 16 and having the Lt. Governor attend.

Commissioner Perez proposed continuing with a Legislative Day and a reception in the evening as part of Hispanic Heritage month.

Commissioner Espinosa suggested checking with organizers of the Mexican El Grito event for the possibility of joining them and to learn the cost involved.

Commissioner Thon visualizes the Commission, rather than managing events, should be a funnel for groups to use that is similar to a Sports Commission that was created in his area. Chair Hernandez reminded the Commissioners that there was just a minute left and asked for a motion.

Commissioner Stein-Ordenez made the motion to do something smaller for the Hispanic Heritage month event combined with Legislation Day within a limited budget. Rivera seconded the motion.

Executive Director Sanchez mentioned that the budget was \$2,000 and there is a sponsor from Walden University and a potential sponsor from Kroger stores. There is also a possibility of sponsorship level. Commissioner Thon commented that with leadership, a smaller event, and a reliable list of Hispanic organizations around the state, this will be a very productive event and reception. Chair Hernandez noted that any other suggestions should be given to the Executive Committee to work out the details.

Chair Hernandez restated the motion and asked for those in favor of the motion on the Hispanic Heritage month event and Legislation Day to say aye. By verbal vote, the motion carried.

- B. Marketing Plan
- C. Implementation of Specific Actions for 2009-2010
- D. 2009 Retreat
- E. Town Hall Forums
 - 1. Commissioner to arrange forums
 - 2. Commissioner attendance at forums
- F. Ethics and Sexual Harassment Required Training Completed

V. New Business

- A. Latino 100
- B. USHLI Dinner August 13th Midwest – Discussed in Executive Director’s Report
- C. Indiana Minority Health Conference
- D. Other Upcoming Events

Chair Hernandez introduced Lisa Walenceus from South Bend who spoke about her organization, Learning Generation Initiative that serves Elkhart and LaGrange counties. The organization assists in adult education and adult learning not traditionally served. It provides three plazas: Spanish language instructions, vocational training, and English language instruction. The organization holds Las Estrellas de Año Service Awards

Ceremony and honors people in the categories of education, law, business, health, arts and entertainment, civil rights and leadership. Along with the recognition is a cash award of \$500. In addition, an award for Latino of the Year is presented along with an additional \$500. The organization is seeking nominations. Their website is: www.learninggeneration.com and they are also interested in sponsorships or suggestions. The goal is to highlight positive contributions from members of the community. The event will also be a fund raising event and they want to promote collaboration with other organizations. They are interested in grass roots participation. The event is Saturday, October 10, 2009, from 6:30 p.m.- 10:30 p.m. at the Grand Wayne Center. Fort Wayne. Table of 8 costs \$400 which includes the logo in the program and banner. Tickets are \$50 each.

Commissioner Rivera asked about supporting The Learning Generation Initiative. Chair Hernandez stated that it is up to the Commission. Commissioner Rivera made a motion for ICHLA to purchase a table for the function because it is a worthwhile cause. Chair Hernandez pointed out that the timeframe was a challenge since the new sponsorship guidelines were just passed. However because Ms. Walenceus took the time to drive to the meeting, the timeframe would fall within the current meeting's requirement of 90 days before the event which is in the parameters of the submitting requirements. The sponsor request will be reviewed and voted on at the next meeting.

Chair Hernandez asked for a motion to adjourn.

Commissioner Rivera moved to adjourn. Commission Flores seconded. Adjournment was 4:40 p.m.