

Human Rights Council Meeting
Room #201, Lucas Building
March 9, 2009, 9:00am

x	Director Walter Reed, Jr.	x	Bill Brand	x	Paul Stageberg
x	Joan Moll	x	Kathryn Baumann-Reese		Rachel Scott
	Abraham Funchess	x	Jill Avery	x	Melissa Esquivel, Acting
x	Cyndi Chen				

Also in attendance were Darla Welch-recording secretary, Lori SchraderBachar on behalf of Rachel Scott; and presenter, Charlie Smithson, Iowa Ethics and Campaign Disclosure. One member of the public signed into the meeting: Alyson Simmons.

1. The meeting was called to order by Director Walter Reed, Jr. Secretary Welch confirmed that a quorum was present.
2. Kathryn Baumann-Reese moved **approval of the Agenda**. The motion was seconded and carried.
3. Paul Stageberg moved **approval of the February 9, 2009, Minutes**. The motion was seconded and carried.
4. Director Reed moved to Agenda item 5 until such time as Mr. Smithson arrives for his presentation.
5. **Early Childhood Diversity.** Director Reed had met with the Early Childhood group and they mentioned several times about early childhood diversity issues. They expressed an interest in having the Department of Human Rights involved in this effort. They have indicated they will have a planning meeting in early March or April to talk with their stakeholders about this and would like to bring the Division Administrators into the conversation. They estimate the meeting would take approximately two hours. We are currently not receiving any money from the Early Childhood program and would like to renegotiate getting resources to offset time spent working on the project. Both Bill Brand and Lori SchraderBachar have been involved with the Early Childhood program.
6. **Division Staff Meetings.** Director Reed indicated that prior to the last HRCC meeting, he had not been aware that some divisions were no longer holding staff meetings. This sharing of information is especially important now that the HRCC is only meeting monthly. He indicated he would like Division Administrators to return to holding staff meetings, and to let him know if there are items that come up in those meetings that need to be discussed further.
7. **Fiscal Update.**
 - Some staff have attended training on the ECVIS grant system which gives an overview for grants reporting. Kathy Mabie had indicated there could possibly be money for departments to find grants through the system. For example, the areas of female prisoners and mental health services were able to obtain grant funds through the program. The department would come up with a target area in which it would like to obtain funding by using a consultant who helps lead the group to a consensus and pull together what it would need to obtain a grant. The department is then notified when an opportunity becomes available.

They have proposed a meeting for April 10 for anyone interested in participating in the meeting. Joan Moll will be in contact with the DA's with further information.

Director Reed reminded Division Administrators they should look for common areas and similarities when seeking grant funding.

 - There have been recurring issues with travel claims being turned in by commissioners. Joan Moll indicated her people will be sending out information to be shared with commissioners reviewing procedures for turning in claims for lodging, meals, and travel.
 - Training on indirect costs will take place in early April. The training will take approximately 2 hours. In addition to indirect costs, DA's should let Joan know if there are other fiscal issues they wish covered during this training.
4. **Lobbying.** Charlie Smithson, Iowa Ethics and Campaign Disclosure, joined the meeting to discuss lobbying. He indicated that there are two types of lobbyists – those who lobby for the executive branch and those who lobby for the legislative branch. The majority (especially state employees) are registered with both as most deal with modifying rules and executive orders, and the governor's office as well as legislation. There are reporting requirements for each.

Regarding whether or not the Director could be a lobbyist, Smithson indicated it was permissible. Joan Moll asked whether Federal funding would affect this. He suggested we check with the Feds on whether or not the Director can serve as a lobbyist. Bill Brand will check with HHS on this. There are other agencies, such as IDPH, who are funding their director only with state funds, thus avoiding this problem. Smithson indicated he would like to have the information Brand receives from his inquiry.

There have been cases of commissioners going over to talk to legislators and Smithson clarified that this is permissible as long as they are going over strictly as individuals, and that they do not indicate they are representing a specific agency or division. If they indicate they are representing an agency or division, they must be registered. If they are invited to attend a forum for the sole purpose of providing information there is no need to register. The same rules apply even if they are just "talking to their own legislator". They can talk to their own legislators only as a private citizen, but they still must be registered if they set themselves up as representing a specific agency or division. The same applies to e-mail contact, letters, or verbal conversation – any direct communication with a legislator. Smithson indicated Iowa Ethics is starting to look at this more closely.

Melissa Esquivel asked about the Youth Congress. Smithson indicated as long as they are making it clear that they are not representing the agency it is okay.

8. **Continuous Improvement Process Update.** We have scheduled April 13 as the next PDO for the purpose of following up on the survey and discussing moving on to the next phase. Completing these steps will enable the HRC to move toward developing their strategic plan. In addition, we will discuss internal committees and teams. The PDO will be held in the cafeteria conference room which Secretary Welch will reserve from 9:00-11:30. The HRCC has been rescheduled in Room 201, 2:30-4:30. Secretary Welch will resend the survey results to all staff with a cover message and agenda from Director Reed.
9. **Division Updates.**
- Status of Women. * Commission meeting scheduled for March 10, 1:00pm, with a Friends meeting to follow. * Next week they will hold their first planning meeting on the Inter-Agency Council on Girls, with a Lunch 'n Learn to follow. * The Write Women Back into History celebration event will take place March 26.
 - Criminal & Juvenile Justice Planning. * Paul Stageberg reported that in the last month they have picked up another new client to use for tracking criminal cases. * The Youth Race and Detention Task Force has approved its draft report and are making final edits. Plans are to release the report to the Governor in April. * In the next month they hope to have a draft of the statewide drug court evaluation. Stageberg reported some of the results are encouraging, and that drug courts are actually using the information derived from these evaluations. * He reported that pooled technical funds will not be available for the data warehouse next year and this will affect their division.
 - Latino Affairs. * Melissa Esquivel reported they are still in the process of hiring an Administrator. * The interpreter program evaluator was here last week and met with DMACC and interpreter students. They should have a rough draft of the report next week. * The Youth Congress is coming in to lobby later this month. CAPI's intern has been helping with doing the layout of the Youth Congress newsletter. * There will be a commission meeting in Storm Lake on April 11. * Esquivel will attend a Civil Right meeting in Calmar Tuesday afternoon, March 10. * The evening of March 17th, she will be leaving to attend the U.S. Hispanic Leadership Network 2-day meeting in Chicago. She indicated she has business cards on her desk in the event there are visitors to the division while she is gone. She will call them on her return.
 - Asian Pacific Islanders. * Cyndi Chen indicated March and May are big spending months for their division and expressed concern that there may not be enough funding to last the balance of the year. * March 13 the youth group will host their Second Annual Talent Event from 6:00-10:00pm at Grand View University. Last year's event had over 70 in attendance. * March 18 at 7:00pm the commissioners are meeting at DMACC West. * March 19 is the API Showcase in the capitol rotunda with displays, performers and awards from 10:00-2:00. * In April they will be working with several organizations to host a one-day immigration clinic with 200-400 people expected to attend. * May 16 will be their seventh Asian Heritage Festival.
 - Deaf Services. * Kathryn Baumann-Reese indicated they are still attempting to reschedule their February commission meeting, but continue to have problems getting a quorum, even with conference calling. * April 1 will be the Governors Disability Council's Advocating Change Day, providing training on advocating for issues. * They have spent two days working with the Department of Education regarding interpreter issues. Beginning July 1, interpreters in the state of Iowa who have held temporary licenses but who have not yet passed the exam and met the minimum standard will no longer be able to practice. The state standards are even lower than the Federal standards which have been established. Funding has been approved and they are working to determine what service this the funding will support. * Baumann-Reese will be out of the office March 16-18.
 - Persons with Disabilities. * Jill Avery reported they have been working closely with Civil Rights investigators on several disability cases which are in process. * The governance group will be meeting this week with state

agencies that work with disability issues. They will be teleconferencing to revisit what they are doing currently and discuss future plans. * She reported applications are already coming in for YLF/CLF, with 15 already in for this year's YLF.

- Director Reed. * Starting in April he and Joan Moll will be meeting with the Division Administrators to talk about the FY09 budget. * Syeta Glanton will be scheduling meetings with commission chairs in the next 30-45 days to talk about recommended Code changes. Everyone should have already received their final drafts of these changes. They will be asking for legislative support of the changes, and if approved, the changes will take place in July. * DA's were asked to review their Administrative Rules and amend them in the first and second quarters of 2010. * March 10 will be the China Free Trade Forum at Drake University. * There will be a Diversity Council meeting on March 12, 2:30-4:30pm in the Jesse Parker Building. * The City of Des Moines Human Rights Commission forum on race relations will take place Thursday, 4:30-7:00pm in the Council Chambers. * Director Reed will attend the Empowerment Board meeting on Friday. * Representative Ford will host a forum on Saturday from 10:00-noon at the North Side Library. The focus will be on the stimulus package and jobs. * The Des Moines Civil Rights Commission will hold its day-long annual fair housing symposium on March 18.

10. **Public Comment.** Alyson Simmons from the Family Planning Council indicated part of her job is to connect statewide with various groups, and she indicated the work of the Department of Human Rights is especially important now because the people we work with are disproportionately affected by the economy.

There being no further business to come before the HRCC, the meeting was adjourned at 10:22am.

NEXT MEETING: April 13, 2009

Submitted by
Darla Welch, Recording Secretary