



Executive Director's Report

April 16, 2014

I. Administrative

- A. Website: We now have access and ability to do simple content management. We will start posting our board meeting notices and minutes on our website beginning in May.
- B. Hiring for Legislative Liaison Position: The posting has garnered a small number of promising candidates. We reposted the position for an additional two weeks, but this did not have a significant impact on the number of candidates HR referred to me. At this time, I have chosen nine candidates for a closer look; will choose from them who to interview with.
- A. OLA Report Hearing in the Senate State & Local Government: Mr. Tran, Angelina, and I attended the hearing. Also, one of our legislative board members, Senator Alice Johnson, is a member of this committee. The OLA shared with this committee that it found CAPM:
- Has no formal policies and procedures; board members and staff unclear about roles, expectations, and requirements of public service
 - Lacks a clearly defined council purpose
 - In violation of several provisions in its enabling statute
 - Invested in cultural events rather than policy work
 - Unknown to the very communities it was created to represent

Senator Johnson, Mr. Tran, and I spoke to CAPM's intent to work with legislators, community, and others to address these issues OLA identified and consequently, better serve the API community. Senators Torres Ray and Hayden shared their thoughts: the councils have a critical role to play in helping policy-makers better serve our cultural communities; the question is how we can do this, not whether we will sunset the councils.

- C. Financial Report: See **Attachment A**, *Manager's Financial Report*.

II. Staff

- A. Legislative Liaison: Job/Position Description audited. See **Attachment B**, *Legislative & Public Affairs Liaison Position Description*.
- B. Staff Capacity: Our Capacity Director (Angelina) has been working closely with me this legislative session in pursue of CAPM's legislative agenda. Our staff capacity for the past two months has been limited, more so than usual, due to not having a legislative liaison.

III. Projects/Programs

- A. CAPM Strategic Plan: I am working with a consultant on producing a strategic plan that reflects the board's vision given our enabling statute, the board retreat document, and the



- OLA report. The Executive Committee has asked that I have the first draft ready for its review as soon as possible. Contractor has sent over a quote. We will finalize the contract in the next few weeks.
- B. CAPM Policies and Procedures: As report at the February meeting of the full board, CAPM needs to have written policies and procedures that clearly inform staff and board members about their roles and responsibilities. Our expected completion date for this manual is September 2014.
 - C. Early Learning Report: Focus groups are happening. It has been challenging to pull together focus groups from one of the five SEA communities, but we continue to push ahead. With the board's approval, at the February 27th meeting, of the request to contract with a research firm to deploy the survey component, we posted our request for bids. Wilder is the chosen vendor; we are working with ADM on the contract and plan to have this phase of the project completed by the end of next week.
 - D. API Votes Advisory Committee: In partnership with the Office of the Secretary of State, we have had two meetings now. Key agenda items have included barriers to participation, the role of the OSS in addressing these challenges, and opportunities to engage the community in preparation for the 2014 election.
 - E. 2014 API Day at the Capitol: We had a relatively successful Day at the Capitol. See **Attachment C**, *Day at the Capitol Recap*.

IV. **2014 Legislative Session**

The legislature is on break this week. The following highlight how CAPM has participated thus far:

- A. House File 2112 – HOME Bill: CAPM has worked hard with Rep. Clark and a collaborative of other organizations to push this bill. Right before the legislature adjourned for Easter break, the bill was
- B. Health Equity Report: Since the report was submitted to the legislature, CAPM has participated in the following manner:
 - Met with others, including our other councils of color, and MDH Assistant Commissioner Ayers re implementation of the Health Equity Report at the Legislature. MDH is excited about recommendation #1, which calls for policy makers “at all levels” to examine all policies and to target resources where efforts toward health equity will have the greatest positive effect on greatest-need populations.
 - Participated in a Health Equity Press conference, calling on key legislators to have hearings on the MDH’s Health Equity Report.
 - Co-facilitated with other two councils of color the first HOME bill/Health Equity meeting.
- C. For more details on how CAPM has engaged, see **Attachment D**, *2014 CAPM Legislation Work*.

V. **Government Relations**

- A. DEED: Quarterly meetings between assistant commissioner and councils of color.
- B. MN Department of Health (MDH): Quarterly meetings between councils of color and Commissioner Ehlinger re health disparities.



- C. Office of Multicultural and Minority Health (OMMH) Advisory Committee: Quarterly meetings. The last meeting was April 4, 2014; agenda focused on MDH's Healthy Equity Report, which can be found via http://www.health.state.mn.us/divs/chs/healthequity/ahe_leg_report_020414.pdf.
- D. Cultural and Ethnic Leadership Council (CELC/DHS): CAPM is mandated to participate on this council. This council meets once a month for 4+ hours each time. Next meeting is April 25, 2014.
- E. Senior Leadership Team (to the Interagency Council on Ending Homelessness): Meets at the call of the State Director (MHFA). Last meeting was March 01st, but I was unable to attend. I have also met with the Assistant Commissioner Mike Haley to provide input on MHFA's \$10M pilot projects intended to help close the home ownership gaps between white and cultural communities. CAPM's angle on this concerns emerging communities and our nonprofits that serve them.
- F. MMB (Poverty Indicator Dashboard): Meets as needed. CAPM was invited, along with our other two councils of color, to participate in this initiative in early winter. The dashboard is a performance and accountability system spanning state government activities; indicators provide high level information that help assess state progress in key policy and social areas, according to MMB. CAPM has participated in several meetings and emphasized the importance of disaggregated data.
- VI. Community Outreach: Staff continues to meet with community members/leaders and attend community events, including the following:
- Met with Karen community leaders
 - Attended Tibetan New Year, March 02
 - Presented in Chief Harrington's class "Demographic Influences on Policing"
 - Attended Cambodian New Year, April 12
 - Chair Batica attended Asian Heritage Day, April 12