
Council Meeting of the Board

March 21, 2019

5:00 – 6:30 PM

Blazing Star Conference Room – Centennial Office Building
658 Cedar Street – Saint Paul, MN 55155

AGENDA

Time	Item	Information/Discussion/Action
5:00 PM	Public Comments (2 mins max per person)	Information/Discussion
5:10 PM	Board Business – Roll Call – Approval of January 17, 2019 Minutes – Approval of March 19, 2019 Agenda	Information/Discussion/Action
5:15 PM	Financial Report	Information/Discussion/Action
5:20 PM	Executive Director Report	Information/Discussion
5:30 PM	Committees and Task Force Reports – Executive Committee – Board Development Task Force – Asian Pacific Heritage Month Event Task Force	Information/Discussion/Action
6:20 PM	Community Updates	Information/Discussion

Next Meeting of the Board: May 16, 2019

Note: An agenda item with an * is an item the Council Board will take public comments on during the Public Comments time pursuant to the Council's Policy on Community Input at Council Meetings.

Minutes

Council Board Meeting

January 17, 2019

5:00 – 6:30 P.M.

Blazing Star Room – Centennial Office Building

658 Cedar Street – Saint Paul, MN 55155

Chair Maeda called the meeting to order at 5:13 P.M.

I. PUBLIC COMMENTS

No comments were given.

II. ROLL CALL

Present:

Anil Hurkadli

Bryan Thao Worra

David Maeda

Famaati Winey

Grace Lee

Pavoua Lee

Sharon Lim

Zoe Zhi

Senator Carolyn Laine

Staff: Sia Her, Karina Vang, Anjuli Cameron, Dave Sukharan, and Katy Sly

Absent: Senator Roger Chamberlain, Representative Rod Hamilton, Dave Hoang, Hafiz Munir, and Dr. Tsewang Ngodup

With 9 out of 15 voting members present, there was a quorum.

III. APPROVAL OF NOVEMBER 2018 MINUTES

Chair Maeda presented to the Board the meeting minutes of November 15, 2018.

MOTION: To approve the meeting minutes of November 15, 2018.

BY: Mr. Thao Worra, and seconded by Mr. Hurkadli. *The motion was unanimously passed.*

IV. APPROVAL OF JANUARY 2019 AGENDA

Chair Maeda presented to the Board the meeting agenda of January 17, 2019.

MOTION: To approve the January 17, 2019 agenda.

BY: Senator Laine, and seconded by Mr. Thao Worra. *The motion was unanimously passed.*

V. JANUARY 2019 FINANCIAL REPORT

There is no change to the January 2019 Financial report.

Members discussed items the Council may need to purchase in light of the fact that the biennial budget end date is June 30th, and purchases have to be made in a timely manner to ensure the process is completed by this end date. Ms. Her responded that aside from the Communication

Specialists, the Council will also bring on board two interns for this legislative session; part of the funds will go towards the Emerging Communities Report and overtime paid for staff during this session.

VI. EXECUTIVE DIRECTOR REPORT

Ms. Her reminded members that the Board meeting is now 30 minutes less than in previous years, so she will not spend too much time going over the Executive Director's Report; she will take questions from members if they have any. Ms. Zhi asked if we know who will be replace Representative Ward on the Board. Ms. Her explained that the appointment is done at the House leadership level; our office will be notified. Ms. G. Lee asked about the Council's Domestic Violence and Sexual Assault Prevention Program bill: if it is funded, how will the funds be distributed, and will the Council have a say? Ms. Her explained that should the bill pass, the Department of Health will be in charge of disseminating the funds through a competitive grants program. Mr. Hurkadli asked if we will be able to offer technical help; Ms. Her answered yes. Ms. Zhi asked if the Spoken Language Health Care Medical Interpreting bill has any new language. In response, Ms. Cameron said she will send out the latest draft of this bill to all Board members. Ms. Her pointed out that the Annual Report has been submitted to the appropriations committees, the Legislative Reference Library, and the Governor's Office on January 15.

VII. EXECUTIVE COMMITTEE & BOARD DEVELOPMENT TASK FORCE REPORT

The Executive Committee provided an update on the two documents the BDTFT is still working on: the Code of Conduct for Council Members, and the Council Member's Engagement in Council's Legislative Work. The Executive Director has not had time to dedicate to these two documents; therefore, they are not ready for the Board, yet. If possible, these two documents will be brought up to the March Board Meeting for discussion and a vote if the members deem it appropriate at that time. Ms. Zhi comment that she would appreciate receiving these documents ahead of time, well before the Board meeting so she and other members have ample time to review them.

VIII. Minn. Stat. 15.0145, Subd. 4(b) – EXECUTIVE COMMITTEE

Ms. Zhi expressed again that she believe at least two more members should be added to the Executive Committee. She explained that this is necessary because she believes the Executive Committee is making decisions beyond just approving the Board meeting agenda. Senator Laine commented that the Board meeting is where the sharing of ideas take place, not at the Executive Committee. Chair Maeda added that the specific role and responsibilities Ms. Zhi is asking for are not practical, especially because a member in the role of "community relations" would have to knowledgeable about all the communities and not just their individual ethnic community. Ms. Winey pointed out that more members on the Executive Committee might bring the committee to a stop if or when it does not have quorum; she feels that what we currently have is working well. Mr. Hurkadli questioned "what is the problem we are trying to solve by adding more members?" As far as he knows, the committee is only charged with approving the Board meeting agenda. Senator Laine pointed out that of the nine Board members present, six have spoken against Ms. Zhi's proposal so we should end the discussion.

Chair Maeda pointed out that we still need to appoint one legislative Board member to the Executive Committee. We can only do this once Legislative leadership has appointed the two new

legislative Board members are still interested in continuing this discussion of how to engage Board member, Chair Maeda asked if the members would like to motion to continue this conversation .

MOTION: For the BDTF to continue to discuss the question of how to ensure meaningful engagement of Board members.

BY: Mr. Hurkadli, and seconded by Ms. Winey. *The motion was unanimously passed.*

IX. Asian Pacific Heritage Month 2019

Ms. G. Lee asked at the Executive Committee what the Council could or should do in recognition of Asian Pacific Heritage month this year. Ms. Her responded that the Council could host the 8th Circuit Court's "the Asian American Legal Experience" exhibit at the Capitol. Members agreed that that such an event would be appropriate and appreciated, but who will see to the logistics of putting together such an event.

MOTION: To create a task force to lead the Asian Pacific Heritage Month exhibit.

BY: Mr. Thao Worra, and seconded by Ms. G. Lee. *The motion was unanimously passed.*

Ms. Her reminded the Board that Wednesday, January 30th the Council will host an Open House for new legislators and commissioners. The hours are from 10:00 A.M. to 2:00 P.M. at the Council office; Board members are invited to attend.

X. COMMUNITY UPDATES

Board members shared announcements or updates from their respective communities.

Some Board members expressed they are interested in the legislative training that Ms. Cameron presented to the India Association of Minnesota (IAM). Council staff will inform Board members of this training once the staff has time to present.

The meeting was adjourned at 6:24 P.M.



MANAGER'S FINANCIAL REPORT

Run Date Time: 3/7/2019 3:58 PM
 Source Report #: KK002
 As of Date: 03/07/2019

Selection Criteria: Budget Period - 2019, Fund - 1000 to 6000, DeptID - G9N30000 to G9N3ZZZZ, AppropID - G9N0000 to G9NZZZZ

Break On: Budget Period, Fund, DeptID, AppropID

Budget Period: 2019	Fund: 1000	DeptID: G9N31000	AppropID: G9N1100
	General	Asian-Pacific Council	Council on Asian Pacific MN

Account Class and Description	Current Budget	Pre-Encumbered	Encumbered/Committed	Expended	Unobligated	Unexpended
41000 Full Time - Salary	327,331.00	0.00	127,898.99	199,432.01	0.00	127,898.99
41030 Part-Time-Seasonal-Labor Serv	30,500.00	0.00	10,791.78	19,708.22	0.00	10,791.78
41050 Overtime and Premium Pay	12,000.00	0.00	7,729.70	4,270.30	0.00	7,729.70
41070 Other Employee Cost	4,700.00	0.00	2,646.00	2,054.00	0.00	2,646.00
41100 Space Rental And Utilities	23,000.00	0.00	6,848.22	15,932.72	219.06	7,067.28
41110 Printing And Advertising	12,900.00	0.00	2,562.18	2,194.44	8,143.38	10,705.56
41130 Prof-Tech Serv-Outside Vend	47,100.00	0.00	37,325.00	9,725.00	50.00	37,375.00
41155 Communications	1,300.00	0.00	390.05	12.50	897.45	1,287.50
41160 Trav-Sub-InState-Border Comm	3,800.00	0.00	1,201.04	2,127.72	471.24	1,672.28
41170 Trav/Sub-OutOfState-BorderComm	4,500.00	0.00	4,317.46	0.00	182.54	4,500.00
41180 Employee Development	6,500.00	0.00	945.00	2,285.00	3,270.00	4,215.00
41190 State Agcy-Prov Prof-Tech Serv	0.00	0.00	0.00	0.00	0.00	0.00
41196 Centralized IT Services	17,000.00	0.00	7,915.52	9,084.48	0.00	7,915.52
41300 Supplies	4,500.00	0.00	841.59	3,281.67	376.74	1,218.33
41400 Equipment	3,000.00	0.00	1,400.56	1,209.30	390.14	1,790.70
41500 Repairs To Equip & Furn	2,527.00	0.00	116.25	1,825.50	585.25	701.50
43000 Other Operating Costs	8,706.00	0.00	4,443.57	3,201.43	1,061.00	5,504.57
47160 Equipment-Non Capital	1,000.00	0.00	0.00	0.00	1,000.00	1,000.00
Total	510,364.00	0.00	217,372.91	276,344.29	16,646.80	234,019.71

Report Total	510,364.00	0.00	217,372.91	276,344.29	16,646.80	234,019.71
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