

Human Rights Council Meeting
Room #201, Lucas Building
May 26, 2009, 9:00am

Present: Director Preston Daniels, Joan Moll, Abraham Funchess, Bill Brand, Kathryn Baumann-Reese, Jill Avery, Paul Stageberg, Rachel Scott, Melissa Esquivel. Also present for a portion of the meeting was Syeta Glanton, IGOV. Minutes were taken by Darla Welch, recording secretary.

Absent: Cyndi Chen

1. The meeting was called to order by Director Preston Daniels. A quorum was present.
2. Rachel Scott moved approval of the Agenda, seconded and carried.
3. Rachel Scott moved approval of the May 11, 2009, Minutes, seconded and carried.
4. Proposed Website Revisions
 - Website committee reported nothing further will be done on the proposed website revisions until completion of strategic plan and decisions regarding department reorganization.
5. Guiding Principals/Strategic Planning
 - A meeting was held with IDOM to update.
 - Next step: Review the timeline to meet the legislative deadline regarding reorganization. Senators Mascher and Appel are leading the legislative committee. Rachel will follow up with them.

Survey – General comments

- Comments received on previous surveys from people outside the department indicate people do not know enough about DHR to provide much useable feedback.
- Suggested each DA send a new survey to 15 of their stakeholders. Survey should be written with constituent readability, rather than organizational level.
- Possibly send out a needs assessment to constituents, identifying specific issues that we would try to resolve in a particular time. A needs survey was done 20 years ago, then again 10 years ago. The basic issues remain the same – only the times have changed the dynamics of those needs. If we go with customer feedback, we need commitment that their feedback will facilitate change; even if it means a change in administrative code.
- Some of the issues identified will be more appropriate for division strategic plans, rather than DHR strategic plan.
- We must be realistic about what can be done with the resources we have available.
- Avoid questions that pertain only to specific divisions and not to the department as a whole.

Identifying purpose of Survey

- To help understand how we communicate with those outside our department, their expectations of our organization, and how they view us.
- How do we raise our credibility? Visibility?
- What is our “brand”?

Direction

- Each Division Administrator identify the three things that their division does now that are the most crucial; then
- Identify the most crucial unmet needs.

Deadlines

Need to identify deadline regarding potential legislative changes surrounding actions taken here, keeping in mind they have to go to IGOV, then to the legislature. Report on discussion and what we see as the future of the Department by January 1.

Reorganization

Director Daniels presented a suggested organizational chart for discussion purposes only. It proposed divisions broken down into three areas: CJJP, CAA, and Citizens Affairs. The Department Director would remain in place with Central Administration and the HRCC reporting directly to him. This would provide continuity within the divisions and eliminate frequent changes of appointee positions. In addition, he suggested including commission chairs on the HRCC.

Discussion Points – Pros to reorganization

- Data collection (now available in CJJP)
- Network base (now available through CAA)
- More thorough information dissemination
- Capacity to put the best people on the best jobs
- Sharing the role of advocacy
- Enhancing services through coordination and collaboration
- Awareness of grant opportunities

It is difficult to develop structure until we find out constituent needs and how to address them.

- Hold this discussion prior to strategic planning.
- Consider pros and cons.
- How would this help us function more effectively?

We must be able to assure our constituents that they are gaining through the process, and not that they are losing something. Their input is important. We must come up with a plan that increases effectiveness and empowerment. Commissioners could give constituent input, while the administrators focused on other areas, such as:

Legislative Survey

Talk to the legislators about what they want us to do

Identify what we can do to make them look good to their community.

Do over the phone with 3 questions geared specifically toward them. "How can we better serve you and your communities?"

Key names (where duplication likely) – identified and divided between DA's

Ralph Rosenberg	David Boyd	Joe Brandstatter	Steve Ainger
Steve Wooderson	Gene Meyer	Donna Lowery	Jennifer Juhler
Liz Buck	Judy Jeffrey	Congressional ofc.	Elizabeth Robinson
Charlie Krogmeier	David Miller	staff	M.J. Dolan
Tom Newton	John Baldwin	ASK resources	Heather Hackbarth
Cindy Jones	Mike Tramantino	NAACP – Keith Ratliff	Charlie Bruner
Karen Kenninger	Dem/Rep Caucus	Susan Aden	

Also: Legislative Reorg., Admin. & Regs., State Government

Direction: Survey to names above (as assigned to DAs), plus 5-6 others they feel could add to the process.

Staff Meeting – Guiding Principles:

9:00-10:00, June 8 (HRCC will follow)

Two-day Strategic Planning Meeting:

Needs to include administration, staff and some commissioners from each commission.

Assignments:

Rachel Scott will:

- Follow up with Cynthia Axne regarding dates for 2-day planning meeting.
- Review timeline.
- Update survey per discussion.
- Visit with Senators re their plan and suggestions for DHR direction.
- Follow up on location for 2-day planning meeting: (1) Raccoon River (WDM); (2) Neal Smith Center; (3) WDM School Administration Building.
- Who has Survey Monkey access/account? Cost?

6. Division Updates

- Status of Women commission meeting June 10.
Gender balance bill signing 3:00 May 26
- Persons with Disabilities held commission meeting last week
- Latino Affairs strategic planning meeting June 5-6
- Deaf Services – partnering with 2010 census. Has applied for \$3,000 funding for a DVD in ASL on why it is important to finish the census.

NEXT MEETING: June 8, 2009 (10:00-12:00), Room 208

Submitted by
Darla Welch, Recording Secretary