

Iowa Commission on the Status of African-Americans Department of Human Rights

Annual Report
August 2001

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The Commission on the Status of African-Americans, formerly known as the Commission on the Status of Blacks, was created by statute in 1988. The nine members of the commission are appointed by the Governor and represent each region of the State where there is a significant African-American population. Meetings are open to the public. The commission sets policy for and provides direction to the Division of the Status of African-Americans within the Department of Human Rights. The division administrator is appointed by the Governor and confirmed by the Iowa Senate.

Iowa Commission on the Status of African-Americans 2000-01 Members

| | | |
|----------------------|--------------|-------------------|
| BEVERLEY ALLEN** | Des Moines | term expires 2002 |
| THERESA CLARK-KLINE | Fort Madison | term expires 2004 |
| ANGELA GRAVELY-SMITH | Iowa City | term expires 2004 |
| JIM HESTER | Davenport | term expires 2002 |
| ISAIAH "IKE" JOHNSON | Denison | term expires 2002 |
| JOSEPH MCGILL, JR. | Cedar Rapids | term expires 2004 |
| JOYCE MCGLORY* | Des Moines | term expires 2004 |
| CAMILLE SCULLY* | Waterloo | term expires 2002 |
| JEROME THOMAS | Dubuque | term expires 2004 |
| ROBERT TYSON** | Waterloo | term expires 2002 |

Ex-officio Member

ROSE VASQUEZ, Director
Department of Human Rights

*Resigned from commission during 2001

**Was appointed in 2001 to fulfill unexpired term of departing commissioner

Iowa Commission on the Status of African-Americans 2000-01 Staff

| | | |
|----------------------|-----------------|--|
| TRAEVENA POTTER-HALL | Administrator | appointed March 1999 resigned July 2001 |
| KIMBERLY CHEEKS | Program Planner | joined staff in September 1997 |

ICSAA Mission

The Iowa Commission on the Status of African-Americans pursuant to Chapter 216A.142 of the Iowa Code is legislatively mandated to report on the status of Iowans of African-American descent. The Commission, with the support of staff, community leaders, public and private agencies and organizations, will consider, review, and recommend programs, services, policies, legislation and administrative rules that will improve the quality of life for Iowa's African-American population.

ICSAA Vision Statement

The Iowa Commission on the Status of African-Americans exists to promote the interests of African-Americans in the State of Iowa and in doing so, fosters the well being of the State's entire citizenry.

In the spirit of equity, inclusion and responsiveness this Commission, in partnership with the broader African-American community shall:

Educate itself and others regarding the needs of the state's African-American citizenry and regarding the issues that significantly impact them.

Inform the broader African-American community, legislative branches of government and the general public of those needs and issues.

Advocate for positive changes in policy, practices and programs that potentially or actually negatively affect African-American Iowans.

Network with organizations and individuals on behalf of the state's African-American population.



Executive Summary

Prepared by Traevena Potter-Hall

Completing my second full year as director of the commission has been a gratifying experience. I am now able to reflect on the past year of activity and fully understand my role in each success and failure. The programs and events that we have organized this year were largely the same as those that were coordinated in the past. However, I am now able to look more critically at what went into the planning and implementation of specific programs and make meaningful judgments regarding their relative success.

The greatest accomplishment of the past year has been the increased credibility that the commission has enjoyed throughout the state. I personally traveled across Iowa to conduct educational outreach as a service to the citizens of Iowa, while simultaneously raising the profile of the commission and building relationships that would prove to be useful later. An example of this is the initiative to develop contacts in Council Bluffs and the outreach efforts that have taken place in that community. After noticing that this western Iowa community has a significant African-American population, I was disappointed when I realized that virtually none of them were accessing our resources. When I tried to name a single black person from Council Bluffs and couldn't, I knew that we had work to do.

We conducted a survey of the community, calling several businesses, non-profits and governmental agencies for help in identifying key African-Americans. We interviewed several individuals, including the mayor, who provided insight about race relations in Council Bluffs, as well as information about some of the challenges faced

by the black community specifically. We followed up with a town meeting and later, a brown bag presentation. The results have been tremendous. Not only are we able to reach more African-Americans in Council Bluffs, but organizations across Iowa have utilized the information in our office to further their own work with the Council Bluffs community.

The Council Bluffs example is merely one of many in which the commission has gone beyond the expected in order to fully serve its constituency. We have continued our public hearings, conferences and programs in spite of serious budget constraints. We continue to operate an office without any secretarial or clerical support. We continue to do what ever it takes to address the needs and concerns of Iowa's African-Americans.

This is my last report to the citizens of Iowa in my capacity as the Director of the Iowa Commission on the Status of African-Americans. I hope that as I depart from this post, I am able to leave behind a measure of enthusiasm and commitment to the issues that will inspire the commission to continue its outstanding work. Our state can only be as great as those of us who are doing the most poorly.

A handwritten signature in black ink that reads "Potter-Hall". The signature is written in a cursive, flowing style.

Regards,

Traevena Potter-Hall
Director

Programs and Events

Public Hearings

The Iowa Commission on the Status of African-Americans (ICSAA) conducted eight regional public hearings throughout Iowa to gather information on issues affecting African-Americans in the state. Individuals and organizations with an interest in these issues were encouraged to present written or oral testimony at the public hearings. Testimony influenced the ICSAA 2001 Agenda, which included recommendations to the Governor and General Assembly as well as other constructive action.

All persons or organizations wishing to present information for consideration at a public hearing were

welcome, as well as any community members who were interested in learning more about ICSAA. This was an excellent opportunity for constituents to meet commissioners and discuss issues that are important to African-Americans in Iowa. Those wishing to discuss a particular issue were encouraged to call or write for scheduling on the agenda at least three days in advance of the hearing. This helped to guarantee that time would be reserved for all individuals or organizations wishing to present to the commission. The public hearing schedule was as follows:

| | | |
|--|---|--|
| October 5 Davenport United Neighbors 808 Harrison St. 7:00 – 9:00 PM | October 9 Burlington Public Library 501 N. 4 th St. 7:00 – 9:00 PM | October 10 Des Moines Public Library 1326 Forest Ave. 7:00 – 9:00 PM |
| October 12 Iowa City Afro-American Cultural Ctr. 303 Melrose Ave. 7:00 – 9:00 PM | October 16 Sioux City West High School Auditorium 2001 Casselman St. 7:00 – 9:00 PM | October 19 Waterloo Public Library 415 Commercial St. 7:00 – 9:00 PM |
| October 23 Clinton Clinton Community College Graphic Arts Tech. Ctr. Rm. 10 - Teleconference Rm. 1951 Manufacturing Dr. 7:00 – 9:00 PM | October 30 Cedar Rapids Public Library 500 1 st St., SE 7:00 - 9:00 PM | |

Iowa Commission on the Status of African-Americans

Agenda 2000



| Education | Health | Criminal Justice | Economic Development |
|--|---|---|---|
| <p>? Increase African-American Teachers in Iowa</p> <p>Iowa is experiencing a shortage of teachers of all ethnic backgrounds. ICSAA will assist the Iowa Department of Education with the evaluation of diversity initiatives within the comprehensive strategy for the recruitment and retention of qualified teachers.</p> | <p>? Decrease the Disproportionate Infant Mortality Rate of African-American Iowans</p> <p>Iowa has the second highest African-American infant mortality rate in the nation. Presently, African-American babies die at a rate that is three times higher than that of whites. As part of the "Minority Health Advisory Committee", ICSAA will work with the Iowa Department of Public Health (IDPH) to help develop solutions.</p> | <p>? Decrease the Disproportionate Incarceration Rate of African-American Iowans</p> <p>Iowa rates as the number one state in the nation in the incarceration of African-Americans. While African-Americans make up less than 3% of the total population, they are 25% of the prison population. ICSAA will serve on the "Governor's Task Force on the African-American Prison Population" to fully research the issue and to make recommendations to the Governor that will meaningfully address the issue.</p> | <p>? Decrease the Disproportionate Unemployment Rate of African-American Iowans</p> <p>Although Iowa is experiencing record low unemployment levels, African-Americans in the state continue to have difficulty getting jobs. African-Americans make up 2.3% of the labor force in Iowa, yet in some counties, notably Polk, Scott and Black Hawk counties, African-American unemployment rates are in the double digits. ICSAA has met with the Iowa Department of Economic Development and Iowa Workforce Development to discuss progressive programs to target underutilized labor pools.</p> |
| <p>? Increase Diversity Training for Education Professionals</p> <p>ICSAA will continue its educational outreach initiatives by presenting information to educators across the state about the condition of African-American Iowans. ICSAA will continue to provide referrals for agencies and organizations that are interested in diversity consultation.</p> | <p>? Increase Health Promotion of African-American Iowans</p> <p>African-Americans are dying from heart disease, stroke and cancer at rates that are disproportionate to those of whites. In addition to working with IDPH, ICSAA will organize a state wide health conference in March 2000 that will address the health issues of African-American Iowans.</p> | <p>? Decrease Racial Profiling</p> <p>Many states across the nation are beginning to take action against the illegal targeting of minority motorists by law enforcement. Iowa needs to face the reality that many of its African-American citizens are subjected to harassment and civil rights violations by police and other officers on a daily basis. ICSAA will work with the Commission on Latino Affairs to develop strategies for calling attention to this issue. Some initiatives include recommendations for legislation or executive orders that prohibit racial profiling and call for traffic studies.</p> | <p>? Support African-American Entrepreneurship</p> <p>ICSAA's 2000 conference included several workshops that focused on the development of African-American businesses. Additionally, ICSAA has collaborated with the U.S. Small Business Administration to identify ways to do effective outreach to potential African-American business owners.</p> |
| <p>? Expand Multicultural Curriculum</p> <p>Although schools are legislatively mandated to have non-sexist, multicultural curriculum, very few are doing so satisfactorily. ICSAA will continue to serve as a resource to support multicultural curriculum through the provision of technical information and referrals.</p> | | | |

2001 Dr. Martin Luther King, Jr. Ceremony

January 15, 2001 marked the 12th year for Iowa's annual celebration commemorating the Reverend Dr. Martin Luther King, Jr. The event was held at the State of Iowa Historical Building, beginning with the signing of the proclamation, declaring January 15, 2001 as Dr. King day and January 15 through 19th as Dr. King week in Iowa, by the Honorable Thomas J. Vilsack, Governor.

Following the proclamation signing, the traditional bell-ringing presentation was led by Scott Moline, MLK planning committee representative, with Governor Vilsack assisting the children chosen to ring the simulated bells for the audience. "We Shall Overcome" was lead by the East High School Chamber Chorus of Des Moines where the attendees joined in, and proceeded into the auditorium for the remainder of the event.

The program opened with a welcome and explanation of the theme by Rose Vasquez, Director, Department of Human Rights. Followed by the invocation, presented by Michael Murray, Pastor of Kyles A.M.E. Zion Church of Des Moines. A musical selection was then rendered by East High School Chamber Chorus. Followed by remarks from Governor Thomas Vilsack. The keynote address was given by Dr. Pearl L. Jefferson of Des Moines, Iowa. Dr. Jefferson is currently an administrator at Harding Middle School, orator, motivational speaker, and a mentor to two young adults. Her speech reflected on the theme "Continuing His Dream in the New Millennium" where she compared the past to the present by presenting some analogies to aid each individual on what is needed to prepare themselves for the changes facing Iowans in the millennium.

The next item on the agenda consisted of the presentation of the MLK Lifetime Achievement Awards presented by Traevana Potter-Hall, Director of ICSAA with the assistance of Governor Vilsack. The recipients for 2001 included Ida Johnson – Executive Director of

United Neighbors, Incorporated in Davenport, and Ruby Sutton – President NAACP, Dubuque Branch, Dubuque, Iowa. The award recipients were selected based on nomination forms submitted by community members who wanted to recognize these individuals for showing love and a commitment to service in their respective communities.



Governor Vilsack and 2001 Lifetime Achievement Award recipient: Ida Johnson

This year, the Status of African-Americans decided to honor outstanding citizens of Iowa communities that also commit their time and energy to service projects throughout the year(s) to improve the quality of life in their individual neighborhoods throughout the state. The recipients for outstanding community service projects were Cedar Valley Diversity Appreciation Team and Study Circles – Commission on Human Rights, Waterloo, Iowa, Global Health Corps – University of Northern Iowa, Cedar Falls, Iowa, and Martin Luther King Jr. Park Neighborhood Association – Logan Community Center, Des Moines, Iowa.

Following the awards recognition, the choir rendered 2 more selections and closing remarks were given by the Director of ICSAA. After which, the benediction was given by Reverend Murray.

The program is one of many presented throughout the state and the overall success can be attributed to and with the help of these fellow State of Iowa employees: Harvey Andrews, Workforce Development; Cheeko Camel, Department of Transportation; Janice Edmunds-Wells, Department of Public Health; Steve Pennington and Keven Arrowsmith, Department of Natural Resources; Tim Fitzgibbon, Iowa College Student Aid Commission; Sheri Floyd, Iowa Attorney General; Tara Ganpat-Puffett, Commerce Commission; Terra Levell, Department of Agriculture; Scott Moline, Iowa Law Enforcement Academy; Dana Tate, Department of Inspections and Appeals; and Crystal Woods, Governor's Office of Drug Control Policy.



Governor Vilsack and award recipient Walter Reed for 2001 Service Project: Cedar Valley Diversity Appreciation Team and Study Circles



Governor Vilsack and award recipients Vera Kemp and Odell Jenkins for 2001 Service Project: MLK Jr Park Neighborhood Association



Governor Vilsack and award recipient Dr. Michele Yehieli for 2001 Service Project: Global Health Corps

Status of African-Americans 2001 Conference "Black Families in Crisis"

The Sixth Annual Status of African-Americans Conference was held March 9 and 10, 2001 at the downtown Des Moines Marriott. The theme, "Black Families in Crisis" was a departure from the traditional emphasis on black women's health. The objective of the change in theme was to promote the participation of men in the event and to bring together individuals from a broad range of disciplines to look at issues that are of concern to African-American families in Iowa.

The event was kicked-off by Governor Tom Vilsack, who urged participants to continue to work towards solutions to the complex problems facing the black community in Iowa. He challenged all Iowans, regardless of their ethnic background, to pursue equity and inclusion for all citizens of the state. The luncheon featured a dramatic performance and a dance presentation by two groups from Des Moines.



The keynote speaker was Nathan McCall. Nathan McCall's new book What's Going On examines and discusses the myths and reality of American life. "Gripping and candid, McCall mixes memorable, often painful description with hard won insight." Nathan McCall is the author of Makes Me Wanna Holler: A Young Black Man in America and a reporter for "The Washington Post". McCall's powerful memoir, Makes Me Wanna Holler: A Young Black Man in America, provides a harrowing, eye-opening and often frightening look at what it is like to be black in this country. With stunning honesty, McCall writes

about growing up in Portsmouth, Virginia, his descent into gang violence, theft and drug-dealing, and finally going to prison at age twenty for armed robbery. Through his own life story, he explores the self-hatred that young black men harbor and how it is expressed. He also examines how this hatred manifests itself in relationships with black women. Avoiding simple answers, he exposes the issues in all of their complexities.

McCall explores anger and alienation in his own life as well, saying that "in some ways, newsrooms are as difficult as the streets." The racial friction and prejudice he has encountered is an eye-opener to anyone who thinks that blacks and whites working in the same offices automatically means that they share equality. McCall majored in journalism and graduated from Norfolk State University with honors after serving three years in prison. When he graduated, he reported for the "Virginia Pilot" and the Atlanta Journal-Constitution" before working for "The Washington Post" between 1989 and 1998. McCall is currently teaching at Emory University.

The workshop topics were as follows: Iowa's Approach to Racial Profiling; Youth Violence and Gangs; Gang Violence and Awareness; Financing Your Business; Asking for Love with Angry Fists: Changing our Communities; AIDS in the Community; Vintage Vision, Vigor and Vitality; Black Political Action in Iowa; Technology: Closing the Divide and Keeping the Pace;; Soul..Body..Mind and 3 Shall Become 1; You're Missing Out; Neighborhood Family Groups; Empowering African American Youth and Young Adults; Coping with Stress; The Status of Black Iowa; All That..and a Bag of Chips; Power Purpose and Passion; So You Want to be an Entrepreneur; Planning for Healthy Black Babies and the Illness that Affect Pregnancy. Each session focused on the

challenges facing the african american communities in Iowa and throughout the United States. The participants gathered information that would enable them to survive and cope in any society they chose to live.

Sponsors of the Sixth Annual Iowa Black Family Conference included America and MOORE, Research and Consulting, Polk County, and Principal Financial Group.

The success of the conference could not have happened without the commitment of many volunteers. Funds for the conference were raised by the commission and volunteers. The money came in the form of donations, registration fees, and the sale of advertisements and memorabilia. Many of the major expenses included advertising, facility rental, meals, lodging, speakers honoraria and travel.



l to r: Betty Andrews, Nathan McCall, Traevana Potter-Hall, Rachel Lewis, Melanie Posey

**Division on the Status of African-Americans
 Department of Human Rights
 Report of Expenditures
 Legislative Appropriation
 Fiscal Year 2001**

| CATEGORY | TOTAL EXPENSES PAID AND ACCRUED | % OF BUDGET EXPENDED |
|--|------------------------------------|----------------------|
| SALARY & WAGES | \$110,183 | 78.4% |
| TRAVEL This includes: Mileage, transportation, meals and lodging for commissioners and staff | \$5,117 | 3.6% |
| OFFICE SUPPLIES This includes: Stationery, postage, periodicals, books, special forms | \$4,440 | 3.1% |
| OTHER SUPPLIES This includes: Film and film processing, video tape | \$28 | 0.1% |
| PRINTING This includes: Publications and supplies | \$4,158 | 2.9% |
| COMMUNICATION This includes: ICN charges, faxing, long distance, WATS, e-mail and rental fees | \$3,345 | 2.3% |
| OUTSIDE SERVICES | \$524 | 0.3% |
| ADVERTISING & PUBLICITY This includes: Advertising, public information, promotional supplies | \$3,913 | 2.7% |
| FOOD | \$7,301 | 5.1% |
| RENTALS | \$320 | 0.2% |
| PROF & SCIENTIFIC SERVICES | \$100 | 0.7% |
| ITS REIMBURSEMENTS | \$521 | 0.3% |
| OFFICE EQUIPMENT | \$575 | 0.3% |
| TOTAL EXPENSES PAID AND ACCRUED | \$140,525 | 0.100% |
| TOTAL LEGISLATIVE APPROPRIATION | \$140,525 | |

Iowa Code
Subchapter 10
Division on the Status of African-Americans

216A.141 Definitions.

For purposes of this subchapter, unless the context otherwise requires:

1. "Administrator" means the administrator of the division on the status of African-Americans of the department of human rights.
2. "Commission" means the commission on the status of African-Americans.
3. "Division" means the division on the status of African-Americans of the department of human rights.

216A.142 Establishment.

There is established a commission on the status of African-Americans to consist of nine members, appointed by the governor, and confirmed by the senate, to staggered four-year terms. At least five members shall be individuals who are African-American. Members shall be appointed representing every geographical area of the state. No more than a simple majority of the commission shall be of the same political party. The members of the commission shall appoint from its membership a commission chairperson and a vice chairperson and other officers as the commission deems necessary. Vacancies on the commission shall be filled for the remainder of the term of the original appointment.

216A.143 Meetings of the commission.

The commission shall meet at least once each quarter and may hold special meetings on the call of the chairperson. The commission may adopt rules pursuant to chapter 17A as it deems necessary for the conduct of its business. The members of the commission shall be reimbursed for actual expenses while engaged in their official duties. Members may

also be eligible to receive compensation as provided in section 7E.6.

216A.144 Objectives of commission.

The commission shall study the changing needs and problems of African-Americans in this state, and recommend new programs, policies, and constructive action to the governor and the general assembly including, but not limited to, the following areas:

1. Public and private employment policies and practices.
2. Iowa labor laws.
3. Legal treatment relating to political and civil rights.
4. African-American children, youth, and families.
5. Expanded programs to assist African-Americans as consumers.
6. The employment of African-Americans and the initiation and sustaining of African-American businesses and African-American entrepreneurship.
7. African-Americans as members of private and public boards, committees, and organizations.
8. Education, health, housing, social welfare, human rights, and recreation.
9. The legal system, including law enforcement, both criminal and civil.
10. Social service programs.

216A.145 Employees and responsibility.

The administrator shall be the administrative officer of the division and shall be responsible for implementing policies and programs. The administrator may employ, in accordance with chapter 19A, other persons necessary to carry out the programs of the division.

216A.146 Duties.

The commission shall do all of the following:

1. Serve as an information clearinghouse on programs and agencies operating to assist African-

Americans. Clearinghouse duties shall include, but are not limited to:

- a. Service as a referral agency to assist African-Americans in securing access to state agencies and programs.
- b. Service as a liaison with federal, state, and local governmental units and private organizations on matters relating to African-Americans.
- c. Service as a communications conduit to state government for African-American organizations in the state.
- d. Stimulation of public awareness of the problems of African-Americans.
2. Conduct conferences and training programs for African-Americans, public and private agencies and organizations, and the general public.
3. Coordinate, assist, and cooperate with public and private agencies in efforts to expand equal rights and opportunities for African-Americans in the areas of: employment, economic development, education, health, housing, recreation, social welfare, social services, and the legal system.
4. Serve as the central permanent agency for the advocacy of services for African-Americans.
5. Provide assistance to and cooperate with individuals and public and private agencies and organizations in joint efforts to study and resolve problems relating to the improvement of the status of African-Americans.
6. Publish and disseminate information relating to African-Americans, including publicizing their accomplishments and contributions to this state.
7. Evaluate existing and proposed programs and legislation for their impact on African-Americans.
8. Coordinate or conduct training programs for African-Americans to enable them to assume leadership positions.
9. Conduct surveys of African-Americans to ascertain their needs.
10. Assist the department of personnel in the elimination of underutilization of African-

Americans in the state's workforce.

11. Recommend legislation to the governor and the general assembly designed to improve the educational opportunities and the economic and social conditions of African-Americans in this state.

216A.147 Additional authority.

The commission may do any or all of the following:

1. Do all things necessary, proper, and expedient in accomplishing the duties listed in section 216A.146 and this section.
2. Hold hearings.
3. Enter into contracts, within the limit of funds made available, with individuals, organizations, and institutions for services furthering the objectives of the commission as listed in section 216A.144.
4. Seek advice and counsel of informed individuals and organizations, in the accomplishment of the objectives of the commission.
5. Apply for and accept grants of money or property from the federal government or any other source, and upon its own order use this money, property, or other resources to accomplish the objectives of the commission.

216A.148 Access to information.

For the purpose of research and study, the commission and the administrator shall have access to all nonconfidential records, data, information, and statistics of all departments, boards, commissions, agencies, and institutions of this state.

216A.149 Annual report.

Not later than August 1 of each year, the commission shall file a report with the governor and the general assembly of its activities for the previous fiscal year and its programmatic priorities for the current year beginning July 1. The commission may submit with the report any recommendations pertaining to its affairs and shall submit recommendations for legislative consideration and other action it deems necessary.

Administrative Rules
Status of Blacks Commission [434]
IAC 8/17/94, 7/14/99

CHAPTER 1
ORGANIZATION

434-1.1(216A) Commission on the status of blacks.

1.1(1) Commission established. The commission on the status of blacks is established, pursuant to Iowa Code section 216A.142, consisting of nine members. The members of the commission are appointed by the governor, to serve terms of not more than four years per appointment, and confirmed by the senate. In addition, the director of the department of human rights will serve as an ex-officio member of the commission.

1.1(2) Nominations. Nominations for commission officers shall be made in March of each year. An official ballot shall be prepared and ballots shall be cast at the May meeting.

1.1(3) Election. Officers shall hold office for one year, July 1 through June 30, unless removed by two-thirds vote of the commission. No officer shall hold the same office for more than three consecutive terms.

1.1(4) Meetings. The commission on the status of blacks shall meet every other month and may hold special meetings on the call of the chairperson. Six members of the commission shall constitute a quorum. A simple majority of the quorum is necessary to carry or defeat a motion.

a. Nonattendance. In accordance with Iowa Code section 69.15, any person who has been appointed to serve on the commission shall be deemed to have submitted a resignation from the commission if any of the following occurs:

- (1) The person does not attend three or more consecutive regular meetings.
- (2) The person attends less than half of the regular meetings in any period of 12 calendar

months, beginning July 1.

b. Persons wishing to appear before the commission shall submit a written request to the division administrator not less than four weeks prior to a scheduled meeting. The written request shall include ten copies of any materials the requester desires the commission to review. Presentations may be made at the discretion of the chairperson and only upon matters appearing on the agenda.

c. Special meetings may be called by the chairperson only upon finding good cause and shall be held in strict accordance with Iowa Code chapter 21.

d. Cameras and recording devices may be used at open meetings, provided they do not obstruct the meeting.

e. The presiding officer of a meeting may exclude any person from the meeting for repeated behavior that disrupts the meeting.

f. Cases not covered by these rules shall be governed by Robert's Rules of Order (newly revised edition).

1.1(5) Minutes. Minutes of the commission meetings are prepared and sent to all commission members. Approved minutes are available at the division office for inspection during regular business hours.

1.1(6) Duties. In accordance with Iowa Code section 60IK.146, the commission shall serve as an information clearinghouse on programs and agencies operating to assist blacks. Clearinghouse duties shall include, but are not limited to:

- a.* Serving as a referral agency to assist blacks in securing access to state agencies and programs.

- b. Serving as a liaison with federal, state, and local governmental units and private organizations on matters relating to blacks.
 - c. Serving as a communications conduit to state government for black organizations in the state.
 - d. Stimulating of public awareness of the problems of blacks.
 - e. Conducting conferences and training programs for blacks, public and private agencies and organizations, and the general public.
 - f. Coordinating, assisting, and cooperating with public and private agencies in efforts to expand equal rights and opportunities for blacks in the areas of employment, economic development, education, health, housing, recreation, social welfare, social services, and the legal system.
 - g. Serving as the central permanent agency for the advocacy of services for blacks.
 - h. Providing assistance to and cooperating with individuals and public and private agencies and organizations in joint efforts to study and resolve problems relating to the improvement of the status of blacks.
 - i. Publishing and disseminating information relating to blacks, including publicizing their accomplishments and contributions to this state.
 - j. Evaluating existing and proposed programs and legislation for their impact on blacks.
 - k. Coordinating or conducting training programs for blacks to enable them to assume leadership positions.
 - l. Conducting surveys of blacks to ascertain their needs.
 - m. Assisting the department of personnel in the elimination of underutilization of blacks in the state's workforce.
 - n. Recommending legislation to the governor and the general assembly designed to improve the educational opportunities and the economic and social conditions of blacks in the state.
- 1. 1(7) Additional authority.** In accordance with 60 1 K. 147, the commission may do any or all of the following:
- a. Do all things necessary, proper, and expedient in accomplishing the duties listed in 1. 1(6) and this subrule.
 - b. Hold hearings.
 - c. Issue subpoenas, in accordance with Iowa Code section 17A. 13, so that all departments, divisions, agencies, and offices of the state shall make available, upon request of the commission, information which is pertinent to the subject matter of the study and which is not by law confidential.
 - d. Enter into contracts, within the limits of funds made available, with individuals, organizations, and institutions for services furthering the objectives of the commission as listed hereinbelow:
The commission shall study the changing needs and problems of blacks in this state and recommend new programs, policies, and constructive action to the governor and the general assembly including, but not limited to, the following areas:
 - (1) Public and private employment policies and practices.
 - (2) Iowa labor laws.
 - (3) Legal treatment relating to political and civil rights.
 - (4) Black children, youth, and families.
 - (5) The employment of blacks and the initiation and sustaining of black businesses and black entrepreneurship.
 - (6) Blacks as members of private and public boards, committees, and organizations.
 - (7) Education, health, housing, social welfare, human rights, and recreation.
 - (8) The legal system, including law enforcement, both criminal and civil.
 - (9) Social service programs.
 - e. Seek advice and counsel of informed individuals and organizations in the accomplishment of the

objectives of the commission.

f. Apply for and accept grants of money or property from the federal government or any other source, and upon its own order use this money, property, or other resources to accomplish the objectives of the commission.

434-1.2(216A) Division on the status of blacks. The division on the status of blacks, within the department of human rights, was created pursuant to Iowa Code section 216A.1 and is required to advocate, coordinate, implement, and provide services to, and on behalf of, black citizens. The commission on the status of blacks is responsible for establishing policies for the division on the status of blacks to be carried out by the administrator of the division as set out in Iowa Code section 216A. 145.

434-1.3(216A) Organization.

1.3(1) Location. The division on the status of blacks consists of an office located in the Department of Human Rights, first floor, Lucas State Office Building, Des Moines, Iowa 50319. The telephone number is (515) 281-3855. The hours of operation are 8 a.m. to 4:30 p.m., Monday through Friday.

1.3(2) Composition of staff.

a. Administrator. The governor shall appoint the administrator, subject to confirmation by the senate. The administrator shall serve at the pleasure of the governor. The administrator is responsible for the overall administration of the program. The administrator recruits, interviews, appoints, trains, supervises, evaluates, and terminates staff; plans and oversees the execution of the budget; ensures provision of adequate services in the application of policies, rules, and regulations; determines the number and type of personnel and makes staffing and budgetary recommendations to the commission; develops, establishes, and maintains cooperative working relations with public and private agencies and organizations; identifies legislative issues; interprets program objectives and promotes public interest in and the acceptance of the division on the status of blacks; and maintains an adequate reporting system for necessary records.

b. Consultants. The consultant is responsible for planning programs for the division; developing training activities consistent with program requirements; facilitating and presenting training activities to private and public agencies; identifying and making application to grant programs to assist with program initiatives; organizing and implementing informational programs that serve the public; and conducting research and studies that are necessary to program operations.

These rules are intended to implement Iowa Code sections 216A.141 to 216A.149.

[Filed 1/2/91, Notice 11/28/90-published 1/23/91, effective 2/27/91]

[Filed emergency 7/22/94-published 8/17/94, effective 7/22/94]

CHAPTER 2

PUBLIC RECORDS AND FAIR INFORMATION PRACTICES

434-2.1(22) Adoption by reference. The commission adopts by reference 421-Chapter 2, Iowa Administrative Code.

434-2.2(22) Custodian of records. The custodian for the records maintained by this division is the division administrator.

These rules are intended to implement Iowa Code Section 22.11.

[Filed 1/2/91, Notice 11/28/90-published 1/23/91, effective 2/27/91]

CHAPTER 3
PETITIONS FOR RULE MAKING

434-3.1(17a) Adoption by reference. The division on the status of African-Americans hereby adopts the petitions for rule making segment of the Uniform Rules on Agency Procedure printed in the first volume of the Iowa Administrative Code, with the following amendments:

1. In lieu of the words "designate office", insert "division on the status of African-Americans, department of human rights".

2. In lieu of the words "(AGENCY NAME)", insert "DIVISION ON THE STATUS OF AFRICAN-AMERICANS."

3. In lieu of the words "designate official by full title and address)", insert "Administrator, Division on the Status of African-Americans, Department of Human Rights, Lucas State Office Building, Des Moines, Iowa 50319".

These rules are intended to implement Iowa Code chapter 17A as amended by 1998 Iowa Acts, chapter 1202.

[Filed 6/25/99, Notice 4/7/99 - published 7/14/99, effective 8/18/99]

Iowa Counties with Significant African-American Populations*

Total Iowa Population: 2,926,324
Total African-Americans: 61,853 (2.1% of total)

| County | Total Population | Total African-Americans | Percentage |
|---------------|------------------|-------------------------|------------|
| Black Hawk | 128,012 | 10,179 | 7.95% |
| Bremer | 23,325 | 112 | 0.48% |
| Cerro Gordo | 46,447 | 373 | 0.80% |
| Clinton | 50,149 | 946 | 1.89% |
| Crawford | 16,942 | 129 | 0.76% |
| Dallas | 40,750 | 300 | 0.74% |
| Des Moines | 42,351 | 1,511 | 3.57% |
| Dubuque | 89,143 | 767 | 0.86% |
| Fayette | 22,008 | 116 | 0.53% |
| Hardin | 18,812 | 116 | 0.62% |
| Henry | 20,336 | 302 | 1.49% |
| Jasper | 37,213 | 309 | 0.83% |
| Jefferson | 16,181 | 104 | 0.64% |
| Johnson | 111,006 | 3,223 | 2.90% |
| Jones | 20,221 | 361 | 1.79% |
| Lee | 38,052 | 1,066 | 2.80% |
| Linn | 191,701 | 4,919 | 2.57% |
| Mahaska | 22,335 | 142 | 0.64% |
| Marion | 32,052 | 134 | 0.42% |
| Marshall | 39,311 | 365 | 0.93% |
| Muscatine | 41,722 | 294 | 0.70% |
| Page | 16,976 | 282 | 1.66% |
| Polk | 374,601 | 18,113 | 4.84% |
| Pottawattamie | 87,704 | 671 | 0.77% |
| Poweshiek | 18,815 | 103 | 0.55% |
| Scott | 158,668 | 9,689 | 6.11% |
| Story | 79,981 | 1,463 | 1.83% |
| Wapello | 36,051 | 337 | 0.93% |
| Warren | 40,671 | 108 | 0.27% |
| Winneshiek | 21,310 | 108 | 0.51% |
| Webster | 40,235 | 1,364 | 3.39% |
| Woodbury | 103,877 | 2,097 | 2.02% |

Shaded areas represent counties with 100 or more African-Americans

