

## ***Part I – Agency Profile***

### **Agency Overview**

The Idaho Commission on Hispanic Affairs (ICHA or Commission) is a non-partisan state agency that was established in 1987 to improve the quality of lives of Hispanics in the state of Idaho. The Commission has the authority to secure public and private resources and hire staff to execute its mission that includes promoting economic, social, legal and political equality for Hispanics in Idaho.

It gathers and disseminates information, conducts hearings, conferences and special studies on problems and programs concerning Hispanic people. It also assists other public and private organizations that serve Hispanic people, including providing leadership development. The Commission also serves in an advisory capacity to the Governor, the Legislature and state departments and agencies regarding the nature, magnitude, and priority of the problems of Idaho's Hispanic population.

The Commission consists of nine board members, two appointed by the President Pro Tempore of the Senate from the members of the Senate; two appointed by the Speaker of the House of Representatives from the members of the House, and five public members to be selected from the community who reside in and represent the various geographical areas of the state which contain a significant Hispanic population.

The Commission structure consists of one office located in Boise, Idaho. The management positions include: three full-time employees: one executive director, one technical records specialist, and one administrative assistant.

### **Core Functions/Idaho Code**

The Idaho Commission on Hispanic Affairs was established in 1987 by the first Regular Session of the 49th Idaho Legislature as an independent entity of state government.

Idaho Senate Bill No. 1171 – Chapter 72 Title 67 set out the duties and responsibilities of the Commission:

- To gather and disseminate information and conduct hearings, conferences, investigations, and special studies on problems and programs concerning Hispanic people.
- To stimulate public awareness of the problems of Hispanic people by conducting a program of public education.
- To develop, coordinate, and assist other public and private organizations that serve Hispanic people, including the conducting of training programs for community leadership.
- To advise the Governor, Legislature and state departments and agencies of the nature, magnitude, and priorities of the problems of Hispanic people.
- To advise the Governor, Legislature, and state departments and agencies on, and assist in the development and implementation of, comprehensive and coordinated policies, programs, and procedures focusing on the special problems and needs of Hispanic people, fields of education, and employment.
- To propose new programs concerning Hispanic people to public and private agencies and evaluate for such agencies existing programs or prospective legislation concerning Hispanic people.
- To establish advisory committees on special subjects or projects.
- To apply for and accept federal funds granted by congress or executive order for all or any of the purposes of this chapter as well as gifts and donations from individuals, corporations, private organizations, or foundations and to accept volunteer clerical or staff work.
- To cooperate or contract with individuals and state, local, and other agencies, both public and private, including agencies of the federal government and of other states.
- To meet and exercise its powers at any place within the state.
- To make bylaws for its own governance and procedure not inconsistent with the laws of this state.

The ultimate goals of the Idaho Commission on Hispanic Affairs are to work to integrate and coordinate the activities of Idaho's Hispanic leaders as partners with an aim to build greater effectiveness for the benefit of all the state's

citizens. The Commission’s key issues address equality, education, health and human services, business and economic/workforce development, and public policy.

Partnering with Idaho’s communities is essential to our work and to our mission. Having a rational strategic plan in place has allowed ICHA to better align with state statute and those priorities responsive to the needs of communities. The Idaho Commission on Hispanic Affairs plays a vital role in Idaho as an advocate for Hispanic issues.

**Revenue and Expenditures**

Revenue	FY 2018	FY 2019	FY 2020	FY 2021
General Fund	\$187,400	\$188,200	\$221,300	\$247,100
Federal Grant	\$43,000	\$35,000	\$35,000	\$0
Miscellaneous Revenue	\$107,200	\$107,400	\$111,400	\$146,600
Economic Recovery Fund				
Millennium Fund				
<b>Total</b>	<b>\$337,600</b>	<b>\$330,600</b>	<b>\$367,700</b>	<b>\$393,700</b>
Expenditures	FY 2018	FY 2019	FY 2020	FY 2021
Personnel Costs	\$185,500	\$188,600	\$193,300	\$222,600
Operating Expenditures	\$111,400	\$116,200	\$123,600	\$171,100
Capital Outlay				
Trustee/Benefit Payments				
<b>Total</b>	<b>\$296,900</b>	<b>\$304,800</b>	<b>\$316,900</b>	<b>\$393,700</b>

The Commission’s state-provided resources are designed to support a minimum staff while empowering the agency to collaborate and seek other resources, as well as seek government grants and private funds as authorized by its enabling legislation to develop and implement state and regional outreach programs.

**Profile of Cases Managed and/or Key Services Provided**

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Requests by telephone	6,200	7,000	7,250	8,000
Requests by mail or electronic mail	9,200	8,500	8,000	9,000
Monthly hits on website	49,000	52,000	75,000	80,000
Statewide business community visits and town hall meetings per fiscal year	5	10	14	10
Community participation at town hall meetings both in person and <b>virtual</b>	350	550	850	1,100
Monitor groups that have data on available resources by hosting meetings with partners statewide, minimum one meeting per quarter	6	10	15	25
Number of legislators and elected officials attending legislative receptions or events	65	70	85	75
Improve the collection, analysis, and reporting of health data for Hispanics, publish a report on health data on Hispanics in Idaho	1500 Reports Distributed statewide	1500 Reports distributed statewide	1000 Reports distributed statewide	250 Reports distributed statewide
Monitor the availability of culturally and linguistically-competent health services by hosting meetings with partners in person and <b>virtual</b> statewide, minimum one meeting per quarter	1	1	0	2
Work as a resource with state departments to develop and implement the necessary policies, structures, and practices to systematically provide healthcare access to Limited-English-Proficiency Hispanics in person and <b>virtual</b>	2	2	4	50

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
	1	1	14	25
Information on Hispanic business achievements and events posted on ICHA website	200	200	200	250
Increase awareness of Hispanics by 10% in the area of personal finance by distributing information	5%	5%	2%	1%
Monitor groups that have data on available resources by hosting meetings with partners statewide, minimum one meeting per quarter in person and <b>virtual</b>	4	4	15	20
Link small business owners or future business owners seeking to start a business with the appropriate sources to obtain the knowledge, tools, and resources required to be successful	3	3	10	10
Cultural trainings at school districts: identify successful programs, best practices, and lessons learned in addressing Hispanic K-12 students' needs in person and <b>virtual</b>	12	12	10	5
Statewide presentations in person or virtual on issues directly related to academics as they relate to Hispanic youth K-20	40	40	80	110
Collect and evaluate the resources and data on Hispanic students in Idaho in order to establish a baseline, then determine needs and set goals	650	650	65	80
Distribute education literature statewide	12,500	12,500	15,000	10,000
Facilitate and monitor the three-year comprehensive plan and the implementation of recommended strategies to address impediments to educational attainment in partnership with the State Department of Education	0	0	0	0
Meet annually with Department of Education representatives including the Superintendent in person and <b>virtual</b> of Public Instruction to review academic measures	2	2	12	10
Inform the Governor and legislators about issues, programs, and legislation impacting the Hispanic population via committee presentations, meetings, etc.	10	10	5	15
Monitor the impact of legislation on the Hispanic population via community visits and town hall meetings in person or virtual	4	4	14	10
Work with community leaders to ensure input on issues pertaining to community development in person and <b>virtual</b>	25	25	55	110
Be the clearinghouse for data on Idaho Hispanics and work with government and non-governmental organizations to collect data; disseminate data to inform policy makers and businesses; examples include the 2013 <i>Hispanic Buying Power Report</i> and the series <i>Idaho At-A-Glance Report</i> , which provide data on a number of educational, economic, and social indicators	25,000	25,000	25,000	30,000

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Monitor, disseminate, and respond, when necessary, to media coverage of matters of importance to the Hispanic community	45	45	70	100
Create outreach efforts with community leaders by holding board meetings at locations throughout the state and hosting town hall meetings in person and virtual	10	10	15	55

\*FY 2020 Program attendance and visitation impacted by COVID-19

**Red Tape Reduction Act**

Each agency shall incorporate into its strategic plan a summary of how it will implement the Red Tape Reduction Act, including any associated goals, objectives, tasks, or performance targets. This information may be included as an addendum.

	As of July 1, 2019	As of July 1, 2020
Number of Chapters	N/A	N/A
Number of Words	N/A	N/A
Number of Restrictions	N/A	N/A

**Part II – Performance Measures**

Performance Measure		FY 2018	FY 2019	FY 2020	FY 2021
1. Host quarterly community gatherings	actual	Presented Hispanic data to civic groups, city and county offices, and Legislative committees during session as requested	Presented Hispanic data to civic groups, city and county offices, and Legislative committees during session as requested	Presented Hispanic data to civic groups, city and county offices, and Legislative committees during session as requested	-----
	target	Increase mechanisms to gather information on key issues and conducted policy analysis to host the most current data	Continue to gather information on key issues and conduct policy analysis to host the most current data	Continue to gather information on key issues and conduct policy analysis to host the most current data	

Performance Measure		FY 2018	FY 2019	FY 2020	FY 2021
2. Serve as a resource to key stakeholders	actual	Hosted four statewide meetings, responded to over 1,200 requests	Hosted ten statewide meetings, responded to over 1,800 requests	Hosted fourteen statewide meetings, in person or virtual responded to over 15,500 requests	-----
	target	<i>Create opportunities to form statewide partnerships to help improve the quality of life for all Hispanic Idahoans</i>	<i>Create opportunities to form statewide partnerships to help improve the quality of life, and inform all Hispanic Idahoans</i>	<i>Create opportunities to form statewide partnerships to help improve the quality of life, and inform all Hispanic Idahoans</i>	
	target	N/A	<i>Post information on Hispanic business achievements and events on ICHA website Monitor groups that have data on Hispanic business</i>	<i>Post information on Hispanic business achievements and events on ICHA website Monitor groups that have data on Hispanic business</i>	
3. Collaborate with Small Business Admin. to work towards increasing data on Hispanic Business growth	actual	Over 49,000 website hits monthly	Over 52,000 website hits monthly reaching statewide	Over 80,000 website hits monthly reaching statewide	-----
	target	<i>Post information on Hispanic business achievements and events on ICHA website Monitor groups that have data on Hispanic business Host meetings with partners statewide, minimum one meeting per quarter</i>	<i>Post information on Hispanic business achievements and events on ICHA website Monitor groups that have data on Hispanic business</i>	<i>Post information on Hispanic business achievements and events on ICHA website Monitor groups that have data on Hispanic business</i>	
4. The data the Commission compiles provides reference points against which to measure the impact of state programs, policies, and legislation.	actual	To gather and disseminate information and conduct hearings, conferences, investigations, and special studies on problems and programs concerning Hispanic people	To gather and disseminate information and conduct hearings, conferences, investigations, and special studies on problems and programs concerning Hispanic people	To gather and disseminate information and conduct hearings, conferences, investigations, and special studies on problems and programs concerning Hispanic people	-----

Performance Measure		FY 2018	FY 2019	FY 2020	FY 2021
	target	<p>Community visits statewide based on the percentage of Hispanic population to assess community needs related to Idaho's Hispanic population</p> <p>Number of visits based on funding availability</p>	<p>Community visits statewide based on the percentage of Hispanic population to assess community needs related to Idaho's Hispanic population</p> <p>Number of visits based on funding availability</p>	<p>Community visits statewide based on the percentage of Hispanic population to assess community needs related to Idaho's Hispanic population <i>in-person or virtual</i></p> <p>Conducted 14 community visits to identify needs</p>	
6. Idaho's K-20 public educational system will provide parity in academic attainment between Hispanic and Non-Hispanic students.	actual	Released the Hispanic Profile Data Book for Idaho 4 <sup>th</sup> Edition	12	25	-----
	target	N/A	Meet annually with Dept. of Education representatives and State Board of Education to review academic measures and resources	Meet annually with Dept. of Education representatives and State Board of Education to review academic measures and resources <i>in-person or virtual</i>	
7. Continue to serve as a clearinghouse in hosting the data and work on publishing reports	actual	Host a minimum of three meetings with Department of Education to review academic measures and resources	Host a minimum of three meetings with Department of Education to review academic measures and resources	Host a minimum of twelve meetings with Department of Education to <i>in person or virtual</i> to review academic measures and resources	-----
	target	Meet annually with Dept. of Education representatives and State Board	Meet annually with Dept. of Education representatives and State Board	Present annually with Dept. of Education representatives and State Board <i>in-person or virtual</i>	
8. Coordinate efforts with Dept. of Education to evaluate "Students Come First" and provide input into implementation	actual	Coordinated efforts with Dept. of Education to evaluate the progress and barriers in reaching the Hispanic students	Coordinated efforts with Dept. of Education to evaluate the progress and barriers in reaching the Hispanic students	Coordinated efforts with Dept. of Education to evaluate the progress and barriers in reaching the Hispanic students	-----

Performance Measure		FY 2018	FY 2019	FY 2020	FY 2021
	target	<i>Bi-annual meetings with Department of Education that include representatives and the Superintendent of Public Instruction to review academic measures</i>	<i>Bi-annual meetings with Department of Education that include representatives and the Superintendent of Public Instruction to review academic measures</i>	<i>Quarterly meetings with Department of Education that include representatives and the Superintendent of Public Instruction to review academic measures</i>	
9. Disseminate data to inform policy makers and businesses	actual	Hosted an annual meeting with Department of Education to review academic measures and resources	Hosted an annual meeting with Department of Education to review academic measures and resources	Meet quarterly with Department of Education <b>in-person or virtual</b> to review academic measures and resources	-----
	target	<i>Publish reports, distribution of reports statewide made available in hard copy and electronically Increased number of partnerships that result in publishing of data reports on the Hispanic population in Idaho by 25% annually</i>	<i>Publish reports, distribution of reports statewide made available in hard copy and electronically Increase number of partnerships that result in publishing of data reports on the Hispanic population in Idaho by 25% annually</i>	<i>Publish reports, distribution of reports statewide made available in hard copy and electronically Increase number of partnerships that result in publishing of data reports on the Hispanic population in Idaho by 40% annually</i>	

**For More Information Contact**

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