

433—1.2(216A) Organization.

1.2(1) Location. The division of Latino affairs is located in the Department of Human Rights, First Floor, Lucas State Office Building, Des Moines, Iowa 50319. The telephone number is (515)281-4080. Office hours are 8 a.m. to 4:30 p.m.

1.2(2) History. This program was originally established as the governor's Spanish-speaking task force through legislative action in April 1974 in which state funding was appropriated from July 1, 1974, through June 30, 1975, with the primary mission of studying the problems of Spanish-speaking persons. The product of this study was a report entitled "Conoceme En Iowa" in which recommendations were made regarding the improvement of the socioeconomic conditions of Spanish-speaking people in Iowa. As a result of this report and the support of Spanish-speaking-related organizations and the Sixty-sixth General Assembly, Governor Robert Ray signed into law the creation of the Spanish-speaking people's commission on July 1, 1976. The new commission was to deal with issues encountered by Spanish-speaking people in the areas of education, employment, health, housing, welfare and recreation. In 1986, an overall reorganization of state government formed a new department of human rights originally consisting of seven divisions. The Spanish-speaking people's commission came under the new division of Spanish-speaking people within the department of human rights. In 1990, the name of the division and commission changed to Latino affairs.

1.2(3) Method of contacting the division of Latino affairs. Persons may contact the division of Latino affairs by telephone, mail or personal visits for any of the services provided. Individuals may call the office from within the state, station-to-station collect. Individuals who call may ask the staff to return the call on the division's telephone lines. If a Spanish-speaking staff person is not available at the time the call is received, the individual can leave a message on the voice mail or call again at a later time.

1.2(4) Composition of division staff.

a. Division administrator. The governor appoints the division administrator, subject to senate confirmation. The division administrator serves at the pleasure of the governor. The division administrator is responsible for the overall administration of the programs. The division administrator is the administrative officer of the commission and serves the commission by gathering and disseminating information, forwarding proposals and evaluations to the governor, the general assembly, and state agencies, carrying out public education programs, conducting hearings and conferences, and performing other duties necessary for the proper operation of the commission. The division administrator carries out programs and policies as determined by the commission.

b. Other staff. The commission may employ other personnel qualified to assume the responsibilities of their assigned duties.