
OFFICE OF ETHNIC AFFAIRS STRATEGIC PLAN



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FISCAL YEAR
2005-2007

Department of Community & Culture

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***Message from Governor Jon M. Huntsman, Jr., &
Yvette D. Diaz, Executive Director, Department of Community & Culture.***

We are pleased to present the first strategic plan for the State Office of Ethnic Affairs. The mission of the State Office of Ethnic Affairs is to ensure Utah State Government adequately meets the needs of Utah's ethnic community.

Current research indicates that embracing cultural diversity is an integral part of a healthy economy. Projections on Utah demographics clearly show this State's workforce will have a large percentage of ethnic workers in the near future. In order to assure State services and programs will be accessible to all citizens of Utah, the State Office of Ethnic Affairs will work with State agencies to review current practices. We will promote policies that support attitudes, behaviors, knowledge and skills necessary for State staff to work respectfully and effectively in a culturally diverse society.

This strategic plan is the beginning of a goal-oriented State Office of Ethnic Affairs that, in partnership with State agencies, the Ethnic Advisory Councils and the ethnic community, will work toward making Utah State Government more responsive to the needs of the ethnic community.

We would like to thank Luz Robles, Interim Director for the State Office of Ethnic Affairs; Leo Gonzalez, Director of Hispanic Affairs; Fotu Katoa, Director of Pacific Islander Affairs; Edith Mitko, Director of Asian Affairs; Michael Styles, Director of Black Affairs; Elizabeth Balcazar, Special Projects Coordinator; Andrea Sainz, Community Outreach Coordinator; and staff support Serafi Auva'a-Tavita and Laura Espinoza for their outstanding dedication and cooperative efforts to serve the ethnic community.

Jon M. Huntsman, Jr.
Governor
State of Utah

Yvette D. Diaz
Executive Director
Department of Community & Culture

Executive Summary

In response to Governor Jon M. Huntsman, Jr.'s determination to elevate the visibility and role of the State Office of Ethnic Affairs, the first Latina cabinet member, Yvette D. Diaz, was charged with the challenge of making his vision a reality.

The mission of the State Office of Ethnic Affairs (OEA) is to ensure Utah State government adequately meets the needs of Utah's ethnic community. To accomplish this goal, the Executive Director of the Department of Community and Culture (DCC), Ms. Diaz, with the support of Governor Huntsman, established the State Office of Ethnic Affairs as a separate division within the newly created DCC.

Since March 8, 2005, progress towards Governor Huntsman's vision has included the following:

Restructure of the Ethnic Office: Previously, the ethnic offices operated as independent silos and reported to the Division Director for Housing and Community Development, under the Department of Community & Economic Development. OEA now directly reports to its own director within DCC. OEA's efforts include a unified work plan where each ethnic director is assigned to a number of State agencies. The directors will not work as ombudsmen, but aim to bring institutional change by working in partnership with sister State agencies to review their policies, practices and procedures, and ensure proper outreach and response to the ethnic community. In addition, OEA will partner with State agencies to coordinate projects and events targeted at better serving the ethnic community.

To improve efficiency and make OEA more responsive, the ethnic offices were reorganized to work as one office and added four critical positions: Director of the State Office of Ethnic Affairs, Director of Public Policy & Research, Special Projects Coordinator and a Community Outreach Coordinator.

- **Director of State Office of Ethnic Affairs**— a sub-cabinet position responsible for the administration and management of the office.
- **Director of Public Policy & Research** – provides public policy analysis and data-driven research as a foundation for systematic change, educating the community and institutions regarding the ethnic community in the State of Utah.
- **Special Projects Coordinator** – assists State agencies in the development of projects that relate to the ethnic community, as well as develops and manages the OEA website features, such as the events calendar, ethnic resource directories, frequently asked questions and community resources.
- **Community Outreach Coordinator** – serves as the direct contact for the ethnic community informing them of State agency programs and resources, responding to specific inquiries and strengthening the relationship with the ethnic media.

2. State Agencies: OEA directors have met with Executive Directors of the Department of Health, Utah Insurance Department, Department of Public Safety, Department of Corrections, Governor's Office of Economic Development, Utah State Office of Education, Department of Commerce, Department of Human Services, Department of Workforce Services and the Department of Human Resource Management to introduce and establish a working relationship with OEA and serve as a bridge between State agencies and the ethnic community. OEA, in partnership with State agencies, will promote institutional change to assure equity and access to quality, cultural competent programs and services.

3. Town Hall Meetings: OEA sponsored 13 town hall meetings throughout the State. Town hall visits included: Cache, Weber, Davis, Millard, Salt Lake, Utah, Tooele, Sanpete and Washington counties. At these town hall meetings the OEA directors met with local citizens and stakeholders (e.g., mayors, State legislators, law enforcement officials, school board representatives) to introduce the new structure and mission of this office, educate and create awareness on the new driving privilege card law (Senate Bill 227), and gather public comments and suggestions for the strategic plan.

4. Ethnic Advisory Councils: Serving as the eyes and ears of the ethnic community, the ethnic advisory councils provided input on the executive order, by-laws and strategic plan. Their participation was essential to the success of the town hall meetings throughout the State.

This is the first time in State history that all the stakeholders listed above participated in the development of a strategic plan for the OEA. OEA incorporated the feedback received from town hall meetings, cabinet members, and ethnic advisory councils, into its strategic plan, setting specific goals and defining deliverables to directly impact the ethnic community. With the support of these stakeholders, we look forward to successful and productive execution of this historic strategic plan.

**STATE OFFICE OF ETHNIC AFFAIRS
MISSION**

TO ENSURE UTAH STATE
GOVERNMENT ADEQUATELY MEETS
THE NEEDS OF UTAH’S ETHNIC
COMMUNITY.

DIRECTORS

Luz Robles, Interim Director
State Office of Ethnic Affairs

Edith Mitko, Director
Asian Affairs

Michael Styles, Director
Black Affairs

Leo Gonzalez, Director
Hispanic/Latino Affairs

Fotu Katoa, Director
Pacific Islander Affairs

STAFF

Elizabeth Balcazar
Special Projects Coordinator

Andrea Sainz
Community Outreach Coordinator

Serafi Auvaa
Administrative Assistant

Laura Espinoza
Administrative Assistant

EXECUTIVE ORDER

Creating the State Office of Ethnic Affairs

WHEREAS, the character of Utah has been shaped by the diverse ethnic nationalities, who have settled within the State, and this diversity is the very fiber that has allowed us to grow, prosper and succeed as a State;

WHEREAS, the State Ethnic Offices were first established by Executive Order in 1972, in recognition of the fast-growing ethnic population in Utah;

WHEREAS, the State has an interest in helping maximize the potential of its constituents by remaining responsive to the needs of the ethnic community;

WHEREAS, it is in the best interests of the State to address issues of concern that impact the ethnic community by promoting inclusiveness and cultivating a high level of trust between State government and the ethnic community; and

WHEREAS, the Governor and his administration support the State Office of Ethnic Affairs' mission to ensure Utah State government adequately meets the needs of Utah's ethnic community;

NOW, THEREFORE, I, Jon M. Huntsman, Jr., Governor of the State of Utah, by virtue of the authority vested in me by the Constitution and laws of the State of Utah, do hereby order the following:

1. There is created within the Department of Community and Culture the State Office of Ethnic Affairs. The Governor shall appoint a director for the State Office of Ethnic Affairs and a director for Asian, Black, Hispanic/Latino and Pacific Islander Affairs, who shall serve at the pleasure of the Governor.
2. The State Office of Ethnic Affairs will work to accomplish the following:
 - a. Promote institutional change by partnering with State agencies to assure equity and access to culturally competent programs and services, and to review their policies, practices, procedures and to make needed recommendations that will ensure proper delivery of State services and resources to the ethnic community.
 - b. Partner with State agencies to ensure proper outreach and response to the ethnic community about State government's programs and resources.
 - c. Develop a strategic plan setting goals and defining deliverables that will directly impact and address the needs of the ethnic community.
 - d. Advise State government on issues of cultural competence so it can increase its level of responsiveness to ethnic constituents.
 - e. Meet with the Asian, Black, Hispanic/Latino, and Pacific Islander Advisory Councils on a regular basis to address each council's findings and recommendations regarding State government's level of responsiveness to the ethnic community.
 - f. Report to the Governor's Office as needed about State government's responsiveness to the ethnic community of Utah and other issues impacting these constituents.
3. The directors shall work closely with State agencies to coordinate projects, resources, and activities targeted to better serve the ethnic community.
4. The Executive Director of the Department of Community and Culture shall supervise and administer the Office of Ethnic Affairs.
5. The Director of the Office of Ethnic Affairs, within the Department of Community and Culture, shall supervise the directors of the Asian, Black, Hispanic/Latino, and Pacific Islander Affairs and Staff.
6. The Department of Community and Culture shall provide office space and necessary administrative support to assist the directors in performing their duties. The Executive Director of the Department of Community and Culture shall determine the types and kind of support.
7. Funding for the State of Office of Ethnic Affairs shall be contingent upon appropriations from the Utah State Legislature.
8. This supersedes all previous Executive Orders relating to the State Ethnic Offices.

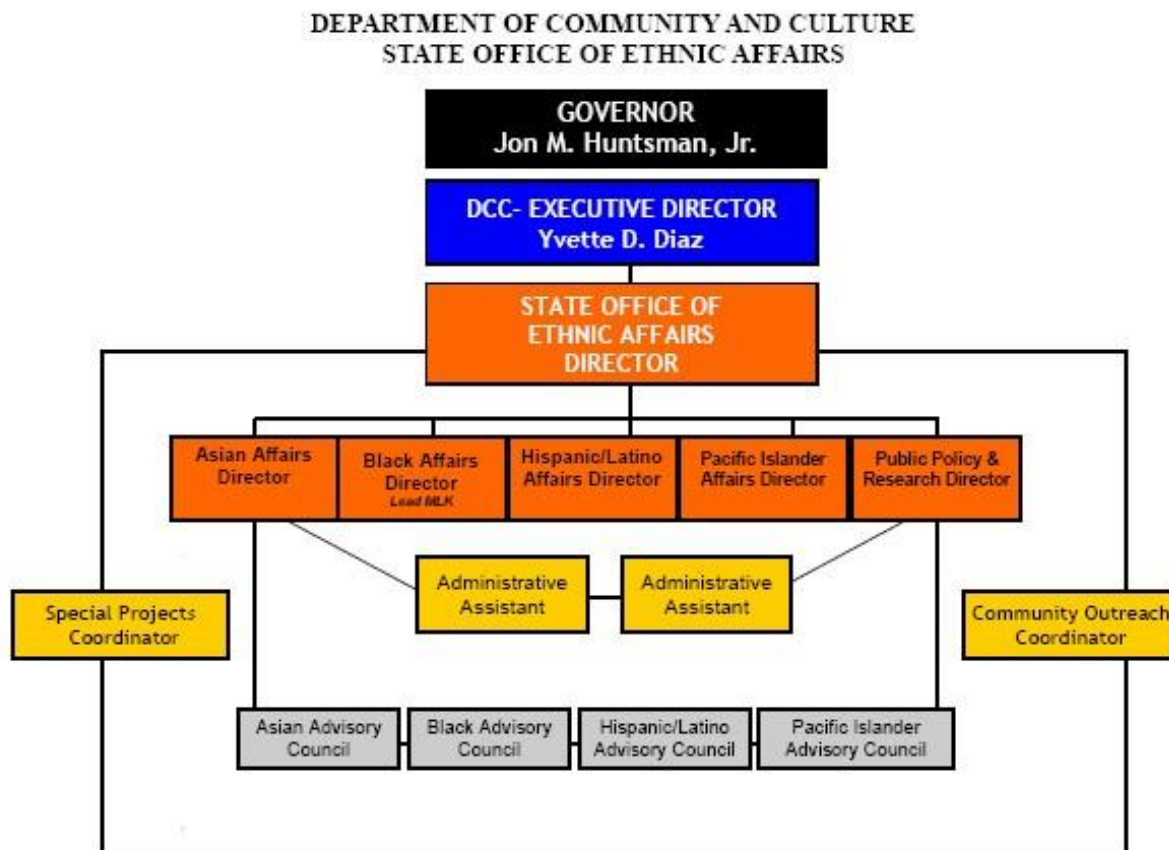
IN WITNESS WHEREOF, I have hereunto set my hand and cause to be affixed the Great Seal of the State of Utah. Done in Salt Lake City, Utah, this 6th day of October, 2005.

(Signed executive order available online at www.ethnicoffice.utah.gov)

Jon M. Huntsman, Jr.
Governor

Gary R. Herbert
Lieutenant Governor

Organizational Chart



Demographics - Asian Population in Utah

American Community Survey 2003	Total	Percentage	
Total Population for the State of Utah	2,309,555	100	
Asian	42,160	1.8	
Asian type:			
Asian Indian	6,048	0.4	
Chinese (except Taiwanese)	4,187	0.2	
Filipino	2,869	0.1	
Japanese	6,349	0.2	
Korean	3,933	0.2	
Vietnamese	14,929	0.6	
Other Asian	3,845	0.1	
2000 (BUREAU 2000)	Total	Percentage	
Total Population for the State of Utah	2,233,169	100	
Asian	37,108	1.7	
Asian type:			
Asian Indian	3,065	0.1	
Chinese (except Taiwanese)	8,045	0.4	
Filipino	3,106	0.1	
Japanese	6,186	0.3	
Korean	3,473	0.2	
Vietnamese	5,968	0.3	
Other Asian	7,265	0.3	
Total Population 5 years old and over who Speak Asian or Pacific Island Language.			
Speak Asian or: Pacific Island Language	Total	Native	Foreign born
	37,805	14, 178	23, 627
Projections for 2005	Total	Percentage	
Total Population for the State of Utah	2,434,474	100	
Asian	46,255	1.9	

References

BUREAU, U. S. C. (2000). "CENSUS 2000 Demographics UTAH." from http://factfinder.census.gov/servlet/SAFFacts?_event=&geo_id=04000US49&_geoContext=01000US%7C04000US49&_street=&_county=&_cityTown=&_state=04000US49&_zip=&_lang=en&_sse=on&ActiveGeoDiv=&_useEV=&pctx=fph&pgsl=040.

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Demographics - Black Population in Utah

American Community Survey 2003	Total	Percentage
Total Population for the State of Utah	2,309,555	100
Black or African American	26,173	1.1
2000 (BUREAU 2000)	Total	Percentage
Total Population for the State of Utah	2,233,169	100
Black or African American	17,657	0.8
Projections for 2005	Total	Percentage
Total Population for the State of Utah	2,434,474	100
Black or African	31,648	1.3

- Utah is one of the 13 states where Blacks represent less than 3 percent of the total population. The other states are: Hawaii, New Mexico, Oregon, Wyoming, Idaho, Montana, New Hampshire, Maine & Vermont. Note that 7 of these 13 states are located in the west. (McKinnon 2001)

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BUREAU, U. S. C. (2000). "CENSUS 2000 Demographics UTAH." from http://factfinder.census.gov/servlet/SAFFacts?_event=&geo_id=04000US49&_geoContext=01000US%7C04000US49&_street=&_county=&_cityTown=&_state=04000US49&_zip=&_lang=en&_sse=on&ActiveGeoDiv=&_useEV=&pctxt=fph&pgsl=040.

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Demographics - Hispanic/Latino Population in Utah

American Community Survey 2003		Total	Percentage
Total Population for the State of Utah		2,309,555	100
Hispanic or Latino (of any race)		229,386	9.9
Hispanic type:			
Mexican		171,465	7.4
Puerto Rican		1,119	0.1
Cuban		440	0.0
Other Hispanic		56,362	2.4
2000 (BUREAU 2000)		Total	Percentage
Total Population for the State of Utah		2,233,169	100
Hispanic or Latino (of any race)		201,559	9.0
Hispanic type:			
Mexican		136,416	6.1
Puerto Rican		3,977	0.2
Cuban		940	0.0
Other Hispanic		60,226	2.7
Total population 5 years old and over who Speak Spanish:			
Speak Spanish:	Total	Native	Foreign born
	150,244	71,655	78,589
Projections for 2005		Total	Percentage
Total Population for the State of Utah		2,434,474	100
Hispanic or Latino (of any race)		231,854	10.5
Hispanic/Latino Community Increase in the State of Utah Demographics			
	1990	84,597	4.90%
	2000	201,559	9.00%
	2003	229,386	9.90%

- Hispanics as immigrants transforming Utah : Native Born 5.7% and Foreign Born 52.3%.
- The majority within the Hispanic/Latino community are from Mexico.
- Overall the Hispanic/Latino population is young and has a higher fertility rate than the whole population of the State of Utah.

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1. BUREAU, U. S. C. (2000). "CENSUS 2000 Demographics UTAH." from http://factfinder.census.gov/servlet/SAFFacts?_event=&geo_id=04000US49&_geoContext=01000US%7C04000US49&_street=&_county=&_cityTown=&_state=04000US49&_zip=&_lang=en&_sse=on&ActiveGeoDiv=&_pctxt=fph&pgsl=040.
2. Survey, A. C. (2003). "Utah Data Profile." from http://factfinder.census.gov/servlet/ACSSAFFacts?_event=&geo_id=04000US49&_geoContext=01000US%7C04000US49&_street=&_county=&_cityTown=&_state=04000US49&_zip=&_lang=en&_sse=on&ActiveGeoDiv=&_useEV=&_pctxt=fph&pgsl=040.

Demographics - Pacific Islander Population in Utah

American Community Survey 2003	Total	Percentage	
Total Population for the State of Utah	2,309,555	100	
Native Hawaiian & other Pacific Islanders	18,531	0.8	
Type:			
Native Hawaiian	1,793	0.2	
Guamanian or Chamorro	1,604	0.1	
Samoan	5,921	0.2	
Other Pacific Islander (includes Tongan)	9,213	0.3	
2000 (BUREAU 2000)	Total	Percentage	
Total Population for the State of Utah	2,233,169	100	
Native Hawaiian & other Pacific Islanders	15,145	0.7	
Type:			
Native Hawaiian	1,251	0.1	
Guamanian or Chamorro	202	0.0	
Samoan	4,523	0.2	
Other Pacific Islander (includes Tongan)	9,169	0.4	
Total population 5 years old and over who Speak Asian or Pacific Island Languages.			
Speak Asian or: Pacific Island Languages	Total	Native	Foreign born
	37,805	14,178	23,627
Projections for 2005	Total	Percentage	
Total Population for the State of Utah	2,434,474	100	
Native Hawaiian & other Pacific Islanders	21,910	0.9	

- According to the Census 2000, of all respondents who reported Pacific Islander, 73 percent lived in the West, 14 percent lived in the South, 7 percent lived in the Northeast, and 6 percent live in the Midwest.
- The Pacific Islander population exceeded the U.S. level of 0.3 percent of the total population in seven states, and all of them are located in the West – Hawaii, **Utah**, Alaska, Nevada, Washington California and Oregon. (Grieco 2001).
- Ten Places, of 100,000 or more population with the highest percentage of Native Hawaiian and other Pacific Islanders: (Grieco 2001).

References

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Department of Commerce

Lead - Leo Gonzalez

DOC: The mission of the Department of Commerce is to protect the public interest by ensuring fair commercial and professional practices.

Goal 1-Occupational & Professional Licensing Outreach for Foreign-Trained Professionals

Engage in partnership with the Division of Occupational & Professional Licensing to assist with outreaching to foreign-trained professionals about the requirements and procedures for obtaining occupational and professional licenses in order to practice in the State of Utah.

Goal	Provide culturally competent outreach to the ethnic community on how to obtain occupational and professional licensing for foreign-trained professionals who want to practice in the State of Utah.
Action Steps	<ol style="list-style-type: none"> 1. In partnership with the Division of Occupational & Professional Licensing, the State Office of Ethnic Affairs will identify the professions with greatest need for marketing among the ethnic community. 2. Create and implement an outreach plan utilizing the ethnic media to ensure the successful information dissemination among the foreign-trained professionals.
Deliverable	In partnership with the Division of Occupational & Professional Licensing assure a culturally competent outreach plan for the successful information dissemination of guidelines and procedures for the identified professions.

Department of Community & Culture (DCC)

Lead - Leo Gonzalez

DCC: To enhance the quality of life for the people of Utah, DCC creates, preserves and promotes community and cultural infrastructures.

Goal 1– Spanish Language Outreach Project

Assist the Utah State Library with service and program outreach to the Spanish-speaking community.	
Goal	Promote expanding library services to the Spanish-speaking residents of Utah.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Utah State Library to identify and promote specific services and programs for Spanish-speaking patrons. 2. Create and implement an outreach plan with the Utah State Library to assure culturally competent services and programs (e.g. bookmobile, PIONEER on-line guide, collections) are provided. 3. Provide culturally competent Spanish translation for the PIONEER on-line guide. 4. Provide culturally competent consultation in the selection of Spanish language materials.
Deliverable	Culturally competent outreach plan for bookmobile service, a Spanish translation of the PIONEER on-line guide, and recommendations for a culturally competent collection of Spanish language materials.

Goal 2 – Spanish Language Radio Program

In partnership with relevant State agencies and community-based organizations identify Spanish-speaking library patrons with disabilities.	
Goal	Assist the Utah State Library in identifying Spanish-speaking library patrons with disabilities, selecting materials and recruiting volunteers to participate in the radio show.
Action Steps	<ol style="list-style-type: none"> 1. In partnership with the Utah State Library select culturally competent materials to be read in Spanish. 2. Recruit and train volunteers to read materials in Spanish. 3. Contact the State agencies and community-based organizations who have access to the target population about the Spanish radio program.
Deliverable	A Spanish language radio program for people with disabilities.

Department of Community & Culture (DCC)

Lead - Andrea Sainz

DCC: To enhance the quality of life for the people of Utah, DCC creates, preserves and promotes community and cultural infrastructures.

Goal 1– Ethnic News Conference

The Ethnic News Conference is an opportunity for the Governor to address issues impacting the ethnic community with members of the ethnic media as well as mainstream media.

Goal	To nurture a relationship with the ethnic media as a voice for the ethnic community.
Action Steps	<ol style="list-style-type: none"> 1. Assist with coordinating regularly scheduled news conferences. 2. Draft news releases for approval by the department's communication director. 3. Distribute news release via phone, fax and e-mail. 4. Secure attendance of ethnic media by making phone calls to members of the ethnic media.
Deliverable	Ensure the participation of at least one member representing each ethnic group at the regularly scheduled press conference where the ethnic media can directly speak with the Governor about issues pertinent to their audience. Provide direct information from State government on ethnic issues.

Utah Department of Corrections (UDC)

Lead– Fotu Katoa

UDC: The mission of the Department of Corrections is to invest in employees, community safety, institutional safety and help offenders succeed.

Goal 1– Ethnic Inmate Transition Presentations

Presentation to educate the ethnic community about ethnic individuals in the correctional system and the importance of a positive transition into the community.	
Goal	Educate the ethnic community about the issues and barriers faced by ethnic inmates in correctional facilities.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Utah Department of Corrections to create an informative and resourceful presentation for the ethnic community. 2. Identify ethnic community-based organizations to receive presentation.
Deliverable	Presentation to three community-based organizations representing each ethnic community.

Goal 2– Ethnic Print Media

Correctional prison libraries will receive ethnic media publications for use by all individuals in the correctional system.	
Goal	Contact the ethnic print media and encourage them to provide copies of their publications to Utah's correctional sites to promote cultural awareness within the correctional system.
Action Steps	<ol style="list-style-type: none"> 1. Identify ethnic print media published in Utah. 2. Educate print media on the needs of the ethnic population in the correctional system in Utah. 3. Create and implement an outreach plan to assure successful participation of the ethnic print media.
Deliverable	Assure the delivery of four ethnic media publications to Utah's correctional facility libraries.

Utah Department of Corrections (UDC) - continued.

Lead- Fotu Katoa

Goal 3 – Media Donations

Correctional prison libraries will receive foreign language dictionaries, magazines, novels or books and videos for their circulation collection to be utilized by all individuals in the correctional system.

Goal	To facilitate the collecting of foreign language and multicultural books, dictionaries and videos to donate to the correctional prison libraries.
Action Steps	<ol style="list-style-type: none"> 1. Educate the ethnic community of the need for these reading materials by the correctional prison libraries. 2. Recruit volunteers to sort and classify donations. 3. Facilitate the distribution of these donations to the most appropriate prison based upon its demographics.
Deliverable	To provide at least 500 circulation materials such as foreign language dictionaries, magazines, foreign language books, multicultural books and videos to be distributed to the correctional prison libraries.

Education

Lead– Edith Mitko

The Utah State Office of Education and the Utah System of Higher Education (USHE), includes pre-school, kindergarten-12th grade, adult education, and higher education, including Utah College of Applied Technology (UCAT).

Goal 1-Governor Huntsman’s Working Group on Student Achievement

The working group includes individuals from all over the State who will make recommendations on proposed legislation designed to have a measurable impact on the State’s achievement gap.

Goal	To make recommendations to the Governor to improve ethnic student achievement.
Action Steps	<ol style="list-style-type: none"> 1. Recruit members from a diverse background to apply and serve on the Governor Huntsman’s Working Group on Student Achievement. 2. Provide staff support to the working group from the State Office of Ethnic Affairs. 3. Coordinate town hall meetings throughout the State to facilitate community feedback regarding the group’s recommendations.
Deliverable	By October 2005, Governor Huntsman’s Working Group on Student Achievement will submit 3-5 written recommendations to the Governor.

Goal 2– Program for Ethnic Parental Involvement in Education

“Parental Involvement in Education” programs improve morale, attitudes, and academic performance on all grade levels and areas of education.

Goal	In partnership with local school districts, school boards, parent organizations, community-based organizations and school community councils, collaborate with existing parent involvement programs and implement an ethnic parental involvement model program.
Action Steps	<ol style="list-style-type: none"> 1. Identify schools/school districts with the highest percentage of ethnic students. 2. In partnership with schools/school districts, parent organizations, and school community councils, identify model programs to strengthen local ethnic parental involvement. 3. Create and implement an outreach plan to assure successful participation of ethnic parents/guardians in parental involvement programs.
Deliverable	The adoption by four schools/school districts of an ethnic parental involvement program.

Education

Lead– Edith Mitko

Goal 3– Ethnic Parental Involvement in Education Summit

“Parental Involvement in Education” programs improve morale, attitudes, and academic performance on all grade levels and areas of education.

Goal	In partnership with local school districts, school boards, parent organizations, community-based organizations and school community councils, collaborate with existing parent involvement programs and co-sponsor a “Parent Reading Summit” to educate parents on the importance of reading with their children and best practices.
Action Steps	<ol style="list-style-type: none"> 1. Identify the geographical area in need of special support in terms of parental involvement. District leaders requested our assistance in the Orem and Alpine districts. 2. In partnership with USOE, schools/school districts, parent organizations, and school community councils provide sessions that teach parents how to read with their children and work with their teachers/schools to strengthen local ethnic parental involvement. 3. Create and implement an outreach plan to assure the successful participation of ethnic parents/guardians in the Parent Reading Summit.
Deliverable	A Parent Reading Summit with both day and evening sessions for accessibility for working parents/guardians.

Goal 4 – Increase the Enrollment of Ethnic Students in Teacher Education Programs.

Test scores for Utah ethnic students are far below the national averages. Research based studies indicate that at-risk students perform better when they are taught by well-qualified professionals from the ethnic community.

Goal	Increase the number of ethnic college students in education programs by modifying current practices and programs that provide incentives for teacher education.
Action Steps	<ol style="list-style-type: none"> 1. Identify current incentive programs and best practices in attracting ethnic students for teacher education. 2. Partner with Utah State Office of Education and State Board of Regents to implement any needed modifications. 3. Create and implement an outreach plan to educate ethnic college students of these educational opportunities.
Deliverable	Increase the enrollment of ethnic college students in teacher education programs based on the data collected by Utah System of Higher Education.

Education

Lead– Edith Mitko

Goal 5- Education Resource Guide

To prepare a resource guide that provides information that allows parents/guardians and students to make informed decisions regarding education (pre-K through graduate degrees) in Utah.	
Goal	To provide a culturally competent and user-friendly resource guide for students and their parents/guardians that guides them through public and higher education systems.
Action Steps	<ol style="list-style-type: none"> 1. Form partnerships with USOE, school districts and institutions of higher education. 2. Identify current resources for each level of education. 3. Prepare an electronic format for a web-based resource directory that is culturally competent and user-friendly.
Deliverable	A resource handbook/website that will assist parents/guardians and students in making decisions regarding their success in public and higher education.

Goal 6- Ethnic Student Recognition & Family Education Conference

Two regional conferences that will include ethnic students and educators, and provide a mechanism for recognition, workshops and information booths.	
Goal	<p>To recognize ethnic students and educators who have made outstanding achievements in one or more of the following areas: academics, athletics, community service and cultural arts.</p> <p>Provide access and resources to students and families that will support and encourage success for all students through pre K-16.</p>
Action Steps	<ol style="list-style-type: none"> 1. Facilitate the ethnic community decision-making process to determine the recognition award criteria. 2. Create and implement an outreach plan to assure the successful participation and nomination of deserving ethnic students. 3. Collaborate with local community-based organizations, school districts, higher education institutions, and businesses in planning and presenting these conferences.
Deliverable	Recognize at least 100 ethnic students and five educators at each regional conference. Provide relevant and understandable information on such topics as: UBSCT, UPASS, NCLB, Financial Aid, Core Curriculum, and the importance of parental/adult involvement. Establish a panel of experts to answer questions on Utah's system of public and higher education.

Education

Lead– Edith Mitko

Goal 7 – CALFNES Tool (Computer Assisted Literacy for Non-English Speakers)

This is a bilingual (English/Spanish) computing and literacy (English as a Second Language (ESL)) course designed to introduce the student to the world of computers, with a broad overview of basics and their use in word processing, electronic mail and internet access.

**Tool offered by Utah State University Extension.*

Goal	To implement CALFNES program as a learning tool in a site with high percentages of English Language Learners (ELL) students.
Action Steps	<ol style="list-style-type: none"> 1. Identify a site that will host the CALFNES program. 2. Recruit an instructor for the CALFNES program. 3. Create and implement an outreach plan to assure successful participation of ELL students in the CALFNES program.
Deliverable	Coordinate implementation efforts to make CALFNES program available at the identified site.

Goal 8- Literacy Backpacks

"Read With a Child" was the Early Literacy Initiative of the Commission on Literacy. Date based research indicated the foundation for reading must be laid in the early years (0 – 3 years old). The single most important activity for success in reading is reading aloud to children. The literacy backpacks are made available to support parents/guardians/adults in their role as their child's first teacher.

Goal	Increase the number of ethnic parents who receive the orientation in the use of the resources in the Commission on Literacy's "Literacy Backpacks". The Literacy Backpacks include: "You are your Child's First Teacher", a literacy video tape, magnetic reminders to read with your child 20 minutes a day, and other appropriate literacy/ infant items.
Action Steps	<ol style="list-style-type: none"> 1. Identify Title I schools with a high percentage of ethnic students. 2. Train staff to conduct parent orientation and proper use of the literacy resources in the backpacks. 3. Create and implement an outreach plan to assure successful participation of ethnic parents.
Deliverable	To distribute 500 Literacy Backpacks (English and Spanish versions) across the State, targeting ethnic parents.

Education

Lead– Edith Mitko

Goal 9– English as Second Language Endorsement Standards

The State Office of Ethnic Affairs and State Ethnic Advisory Councils will create a report on ESL endorsement standards effectiveness and best practices on bilingual endorsements.	
Goal	Partner with the Coalition of Minority Advisory Committee (CMAC) to assess the current ESL endorsement standards and identify effective bilingual endorsements and make recommendations to USOE staff and State Board of Education.
Action Steps	<ol style="list-style-type: none"> 1. Identify previous studies on ESL endorsements and bilingual endorsements. 2. Identify districts that currently track teachers by endorsements. 3. Gather and evaluate existing data on endorsements. 4. Identify bilingual endorsement best practices.
Deliverable	Present a report from the Office of Ethnic Affairs and the State Ethnic Advisory Councils with findings and recommendations to the USOE staff and State Board of Education.

Goal 10 – “Power in You” Ambassador Program

The “Power-in-You” is A Kid-to-Kid, Heart-to-Heart program developed by Utah's First Lady Mary Kaye Huntsman that uses mentors to help prevent students from participating in self-destructive activities.	
Goal	Help introduce the “Power in You” program to schools with a high percentage of ethnic students.
Action Steps	<ol style="list-style-type: none"> 1. Identify Title I middle schools and high schools with a high percentage of ethnic students. 2. Coordinate with the “Power in You” program to assure high participation of ethnic ambassadors. 3. Create and implement an outreach plan to assure successful participation of ethnic ambassador presentations.
Deliverable	Ethnic ambassador presentations at four regions with a high percentage of ethnic students.

Governor's Office of Economic Development (GOED)

Lead– Leo Gonzalez

GOED: The mission of GOED is to create jobs that raises the standard of living of Utah's citizens by enabling companies to be successful.

Goal 1– Ethnic Business Forum

Forum offering resources and information to educate future and present ethnic business owners in the following areas: zoning, government contracts, small business administration loans, grant writing, licensing requirements, labor law for new businesses, and other appropriate topics.

Goal	Provide a comprehensive, culturally competent forum with resources and information for entrepreneurs and existing ethnic-owned businesses.
Action Steps	<ol style="list-style-type: none"> 1. Coordinate a statewide business forum for ethnic business owners with the Governor's Office of Economic Development (GOED) and Department of Commerce. 2. Assure the participation of existing resources for ethnic-owned businesses. 3. Create and implement an outreach plan to assure successful participation of ethnic-owned businesses at the forum. 4. Conduct a follow-up evaluation on the effectiveness of the forum.
Deliverable	The combined attendance of 100 ethnic-owned businesses/ entrepreneurs to the ethnic business forum.

Goal 2– Translation of Utah Business Link

Focusing on Utah entrepreneurs, GOED is working on a "Utah Entrepreneur Development Strategy". It will include Utah Business Link, online access to knowledge, workforce, suppliers and customers.

Goal	Provide culturally competent translation for the Utah Business Link.
Action Steps	<ol style="list-style-type: none"> 1. Identify content to be translated in Spanish for Utah Business Link. 2. Partner with Utah Interactive to coordinate the manual translation of the content. 3. Review translation for cultural competency. 4. Add Utah Business Link "en español" to Office of Ethnic Affairs web site.
Deliverable	A Spanish culturally competent translation of Utah Business Link for use on español.utah.gov

Governor's Office of Economic Development (GOED)

Lead– Leo Gonzalez

Goal 3 – Black Chamber of Commerce

Establish chamber to economically empower and sustain Black communities through entrepreneurship and community development within the State of Utah.

Goal	Create a statewide Black Chamber of Commerce.
Action Steps	<ol style="list-style-type: none"> 1. Identify partnerships and resources to establish the structure of the Black Chamber of Commerce. 2. Identify Black-owned business and community leaders throughout the State to join the chamber. 3. Create and implement an outreach plan to assure the successful participation of Utah businesses.
Deliverable	The creation of a Black Chamber of Commerce with the participation of at least 10 Black-owned businesses.

Goal 4 – Pacific Islander Chamber of Commerce

Establish chamber to support, promote and foster business development, cultural and educational relationships between the Pacific Islander and business communities.

Goal	Create a statewide Pacific Islander Chamber of Commerce.
Action Steps	<ol style="list-style-type: none"> 1. Identify partnerships and resources to establish the structure of the Pacific Islander Chamber of Commerce. 2. Identify Pacific Islander-owned business and community leaders throughout the State to join the chamber. 3. Create and implement an outreach plan to assure the successful participation of Utah businesses.
Deliverable	The creation of a Pacific Islander Chamber of Commerce with the participation of at least 10 Pacific Islander-owned businesses.

Utah Department of Health (UDOH) & Utah Insurance Department (UID)

Lead– Edith Mitko

UDOH :The Utah Department of Health (UDOH) is the central state point of contact for all Public Health issues in Utah. Public Health relates to the matters of health of individuals and communities.

UID: The mission of the Utah Insurance Department is to foster a healthy insurance market by promoting fair, reasonable and responsive practices that ensure available, affordable and reliable insurance products and services.

Goal 1– Ethnic Participation at the Health Insurance for the Uninsured Town Meetings.

Facilitate a dialogue between the Department of Health, Utah Insurance Department, ethnic-owned businesses, businesses with a high percentage of ethnic employees, and the ethnic community on health and insurance issues.

Goal	Partner with the Department of Health and the Utah Insurance Department to increase the number of ethnic individuals and employers who provide feedback regarding solutions for Utah's uninsured and receive information regarding Utah's health and insurance services.
Action Steps	<ol style="list-style-type: none"> 1. Identify the ethnic community residents and businesses within the designated region for town meetings. 2. Assist with the distribution of Department of Health and Department of Insurance information on current services. 3. Collaborate with the Department of Health and Department of Insurance with the coordination of the Spanish-speaking town meeting. 4. Interpreting services will be provided upon request for the ethnic groups. 5. Create and implement an outreach plan to assure successful participation of small businesses who employ a high percentage of ethnic employees and ethnic community at all town meetings.
Deliverable	Assure the participation of 40 ethnic-owned businesses or businesses with a high percentage of ethnic employees at the town meetings across the State.

Goal 2– 2nd Annual Summit: Reducing & Eliminating Inequalities in Utah's Health

This summit focuses on policy and improving health practices statewide.

Goal	Partner with the Utah Multi-cultural Health Network and the Department of Health to identify solutions for health disparities in our ethnic communities.
Action Steps	<ol style="list-style-type: none"> 1. Participate in the planning of the 2nd Annual Summit. 2. Identify key policymakers and other essential stakeholders. 3. Make personal contact with these individuals to bring awareness of the critical need for their participation at the summit.
Deliverable	Assure the participation of 10 key policymakers and representatives from 25 community-based organizations from the ethnic communities.

Department of Human Resource Management (DHRM)

Lead– Fotu Katoa

DHRM: The Department of Human Resource Management has developed, implemented and administered a statewide human resource management system for State employees. One of the components in its mission statement is to attract and retain quality employees and foster productive and meaningful careers in public service.

Goal 1 – State Government Job Fair

State Government Job fair for the ethnic community to provide information regarding different employment opportunities in Utah State government.	
Goal	Increase the number of ethnic applicants seeking employment with Utah State government.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Department of Human Resource Management to coordinate a culturally competent State government job fair. 2. Invite ethnic individuals and community organizations to attend and participate at the State government job fair. 3. Create and implement an outreach plan to assure successful participation of ethnic individuals at the State government job fair.
Deliverable	Attendance and participation of a high number of ethnic individuals at the State government job fair.

Department of Human Services

Lead– Michael Styles

DHS: The Department of Human Services houses the following agencies: Aging and Adult Services, Child & Family Services, Substance Abuse and Mental Health, People with Disabilities, Foster Care Citizen Review Board, Juvenile Justice Services, Licensing, Child Protection Ombudsman, Fiscal Operations, Public Guardian, Recovery Services and the Utah State Hospital.

Goal 1 – Pilot Internship Program

Internship program to focus on recruitment of ethnic, college/university students majoring in sociology to participate in Department of Human Services' internship program.

Goal	Launch a pilot internship program to attract ethnic students to careers in the Department of Human Services.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Department of Human Services in developing a culturally and linguistically competent internship program. 2. Identify a college/university to participate in the pilot internship program. 3. Work with identified college to encourage and recruit ethnic students for pilot internship program. 4. Facilitate the implementation of pilot internship program.
Deliverable	A culturally competent pilot internship program.

Lieutenant Governor– Notary Public Office

Leads– Leo Gonzalez and Elizabeth Balcazar

Goal 1– Notary Public Information Project

In partnership with the Notary Public Office at the Lieutenant Governor's Office, develop materials to educate the community about the services and practices of notary publics in the State of Utah as compared to services outside of the United States of America.	
Goal	To educate the people of Utah regarding the roles and responsibilities of a Notary Public in Utah.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Notary Public Office to identify the frequently asked questions on notary public services. 2. Assist with the development of a compliance poster for notary public businesses who provide services in another language other than English. 3. Translate the notary complaint form into Spanish. 4. Assist with the development of a fact sheet (consumer protection advisory notice) stating the difference between a notary public in the U.S. and other countries. 5. Create and implement an outreach plan to educate the community about notary publics.
Deliverable	Distribute materials to the ethnic community and at-large community via the Office of Ethnic Affairs and Notary Public web sites.

Department of Public Safety (DPS)

Lead– Fotu Katoa

DPS: The mission of the Utah Highway Patrol, a service of the Department of Public Safety, is to provide professional police and traffic services, and protect the constitutional rights of all people in Utah.

Goal 1– Utah Highway Patrol Officer Recruitment Strategies

The State Office of Ethnic Affairs will collaborate with the Department of Public Safety in its efforts to increase awareness of career opportunities at the Utah Highway Patrol.

Goal	Increase awareness of career opportunities available at the Utah Highway Patrol among the ethnic community.
Action Steps	<ol style="list-style-type: none"> 1. Identify ethnic recruitment best practices for law enforcement. 2. Identify career opportunities at the Utah Highway Patrol. 3. Create and implement an outreach plan to assure successful distribution of career opportunities at the Utah Highway Patrol.
Deliverable	Distribute information to the ethnic community about the career opportunities at the Utah Highway Patrol.

Goal 2- Statewide Multi-ethnic Gang Prevention Conference

A statewide conference to provide information about gang awareness, prevention, and communication training to youth and families of the various ethnic communities.

Goal	To bring members from the ethnic community and law enforcement agencies together to facilitate networking, resources, and gang prevention strategies.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Division of Juvenile Justice Services, local enforcement agencies, private sector, faith-based and ethnic community-based organizations to coordinate a culturally competent gang prevention conference. 2. Create and implement an outreach plan to assure the successful participation of the ethnic community. 3. Facilitate a follow-up evaluation with each ethnic group.
Deliverable	The combined attendance of at least 200 individuals from the ethnic community.

Utah State Tax Commission

Lead– Leo Gonzalez

TAX COMMISSION: The mission of the Utah State Tax Commission is to collect revenue for the State and local governments and to equitably administer tax and assigned motor vehicle laws.

Goal 1– Data Collection of Ethnic-Owned Businesses

Data collection to accurately reflect business ownership based on gender, race and ethnicity.	
Goal	To assure data collection based on gender, race, and ethnicity of business owners is collected through the Utah State Tax Commission.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Utah State Tax Commission in reviewing existing business data collection policy. 2. Partner with the Utah State Tax Commission to establish a mechanism to collect gender, race and ethnicity for business ownership data in the State of Utah. 3. Create and implement an outreach plan to assure the successful data collection of existing and future businesses.
Deliverable	The Utah State Tax Commission will provide a data collection report on gender, race and ethnicity of business ownership in the State of Utah to the State Office of Ethnic Affairs.

Goal 2– Outreach Campaign during Filing Season

Outreach campaign targeting the ethnic community during tax filing season to reduce predatory tax preparation.	
Goal	To educate the ethnic community regarding tax preparation abuses.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Utah State Tax Commission to develop culturally and linguistically competent public service announcements in prevalent languages in the ethnic community. 2. Identify and compile a list of resources for tax preparation. 3. Create and implement an outreach plan to educate the community of tax preparation predatory practices.
Deliverable	Culturally and linguistically competent public service announcement, access, and distribution of tax preparation resource list to the ethnic community.

Department of Workforce Services (DWS)

Lead– Michael Styles

DWS: The mission of DWS is to provide employment and support services for customers to improve their economic opportunities.

Goal 1– Workforce Training Enrollment Orientation

Orientation training for ethnic individuals who are seeking assistance in enrolling in educational programs, including English as a Second Language, GED, high school diploma, associates or bachelor's degree.

Goal	Increase the participation of the ethnic community in the Workforce Investment Service Act training programs.
Action Steps	<ol style="list-style-type: none"> 1. Partner with DWS Adult-training program. 2. Identify ethnic community groups who need to be informed of the adult-training orientation program provided by DWS. 3. Provide information to the ethnic community regarding job training or paid internships.
Deliverable	Increase the participation of the ethnic community in the Workforce Investment Service Act training programs.

Martin Luther King Jr. Commission

Lead– Michael Styles

Goal 1– Martin Luther King Commission: Adopt-a-School Program Participation

The Martin Luther King Commission Adopt-a-School Program teaches schools students the importance of respect, acceptance and understanding of all people.

Goal	Expand the number of schools and students participating in the Adopt-a-School program.
Action Steps	<ol style="list-style-type: none"> 1. Provide training to the ethnic advisory council members on the Adopt-a-School Program. 2. Coordinate the participation of the ethnic advisory council members at the Adopt-a-School program. 3. Draft letters of endorsement to potential schools to solicit their participation in the Adopt-a-School Program.
Deliverable	Five additional schools will participate in the Adopt-a-School program.

State Ethnic Advisory Councils

Lead - Elizabeth Balcazar

Goal 1- Joint Ethnic Advisory Council Retreat

Facilitate a retreat for the State Ethnic Advisory Councils to introduce the newly structured Office of Ethnic Affairs vision, the new executive order and bylaws, and to discuss the deliverables of the council's participation with the strategic plan.

Goal	Provide training and resources that will allow council members to be effective representatives of their ethnic communities.
Action Steps	<ol style="list-style-type: none"> 1. Develop draft agenda. 2. Coordinate a retreat for the Joint Ethnic Advisory Councils. 3. Develop a handbook that includes the roles and responsibilities, executive order and bylaws, strategic plan.
Deliverable	To have an 80% attendance of the State Ethnic Advisory Council members.

Goal 2– Ethnic Advisory Councils of distribution of Literacy Backpacks

"Read With a Child" was the Early Literacy Initiative of the Commission on Literacy. Date-based research indicated the foundation for reading must be laid in the early years (0 – 3 years old). The single most important activity for building the knowledge required for eventual success in reading is reading aloud to children. The literacy backpacks are made available to support parents/guardians/adults in their role as their child's first teacher.

Goal	Organize and facilitate training of community-based organizations for the distribution of literacy backpacks for the ethnic community.
Action Steps	<ol style="list-style-type: none"> 1. Identify community-based organizations. 2. Partner with the Literacy Commission to provide training and backpacks to community-based organizations.
Deliverable	Two training presentations to community-based organizations that represent each ethnic community.

Ethnic Community Leadership

Lead– Elizabeth Balcazar

Goal 1– Ethnic Leadership Trainings

The ethnic leadership trainings will bring together members of the different ethnic communities to gain skills and knowledge to assist them in their leadership, political and legislative process development.

Goal	Provide trainings and resources to allow ethnic community leaders to be effective representatives of their ethnic communities.
Action Steps	<ol style="list-style-type: none"> 1. Identify ethnic community leaders to participate on the advisory committees for planning of the trainings. 2. Identify leadership needs of the ethnic community. 3. Identify resources and potential speakers for trainings. 4. Coordinate the ethnic leadership trainings.
Deliverable	To be the catalyst for the leadership, political and legislative trainings from the ethnic community.

Goal 2– Boards and Commissions

All citizens have the right to help shape public policy and contribute to the efficiency of State government by serving on State boards and commissions. Appointments of ethnic individuals will contribute to the equity in accessing services and opportunities for all populations.

Goal	To increase the number of ethnic individuals appointed to serve on State boards and commissions.
Action Steps	<ol style="list-style-type: none"> 1. Gather the data that reflects the nominations, applications and appointments of ethnic individuals to the State boards and commissions. 2. Organize the data in a tracking database. 3. Create and implement an outreach plan to assure the ethnic communities knowledge of current vacancies.
Deliverable	To increase applicant pool of ethnic individuals for board and commission appointments by five percent.

Ethnic Community Leadership

Lead– Edith Mitko

Goal 3 – Revitalization of Japan Town

Support the Asian community is an effort to assist the Japanese-American community to retain a sense of place and cultural preservation in Japan town, a significant value to Salt Lake City, Salt Lake County and the State of Utah.

Goal	Provide appropriate assistance to residents or businesses who desire to relocate to Japan Town (100 South, between 200-300 West).
Action Steps	<ol style="list-style-type: none"> 1. Participate on the Japanese Cultural Preservation Committee (JCPC) to help determine needs and goals. 2. Determine the role of the Office of Ethnic Affairs in reaching their objective. 3. Identify State agency resources that may be relevant to the goals.
Deliverable	To be determined by JCPC and the Office of Ethnic Affairs.

State and Federal Government Partnership

Lead– Fotu Katoa

Goal 1– Outreach to Ethnic Community for Enrollment to Medicare RX Coverage

The Office of Ethnic Affairs is going to assist with outreaching to the ethnic community about the Medicare RX Prescription Drug Coverage, which is an insurance plan to cover prescription generic/brand drugs. This program is available to elderly persons over the age of 65.

Goal	To educate the ethnic community about Medicare RX prescription drug coverage program.
Action Steps	<ol style="list-style-type: none"> 1. Partner with the Center for Medicare and Medicaid Services. 2. Participate in the Medicare Outreach Coalition Committee. 3. Implement the outreach plan created by Center for Medicare and Medicaid Services by the utilizing the ethnic media and community-based organizations. 4. Coordinate five education enrollment meetings on Medicare and Medicaid services
Deliverable	Enrollment presentations to five ethnic communities.