



**LGHN Annual Meeting**  
**May 18, 2018**  
**12:00 PM Eastern, 11:00 central, 10:00 Mountain, 9:00 AM Pacific and Arizona Time Zones**  
**Login Information to be provided prior to the meeting**

**Agenda**

1. Welcome & Introductions: Veronica Briseño, President
  - Current Board Members
  - New Board Members
  - Outgoing Member: Magda Gonzalez
2. 2017-2018 Accomplishments: Veronica Briseño
  - Rebranding
  - LGHN Chapters | Membership Growth
  - Partnerships with ICMA and NFBPA
3. 2018-2019 Vision and Goals: Roland Fernandez, President-Elect
  - Continued Chapter/Membership growth
    - Value Proposition
      - ❖ Role in Member Development
      - ❖ Partnerships with Executive Search Firms
  - Financial Partnerships
  - LGHN Awards
  - Committee Representation
  - ICMA Conference Activities
    - September 23-26, Baltimore, MD
4. Volunteer for Committees
  - Membership: Carlos Baia, Chair; Claudia Lujan, Vice Chair
  - Programs: Maria Hurtado, Chair; Sophia Rivera, Vice Chair
  - Communications: Angelita Palma and Gabe Rodriguez, Co-Chairs
  - University Partnerships: Magda Gonzalez, Outgoing Chair; Daro Mott, Chair
5. 2018 LGHN Biannual Conference: Samantha Tavares
  - October 25-27, Phoenix, AZ
6. Questions and comments
7. Other

**Attachments:**

1. 2018-2019 Executive Board Roster
2. 2017 Annual Report
3. LGHN Committees
4. Madrinas/Padrinos Brochure
5. Civic Engagement Brochure
6. Emerging Leaders Brochure



## **2018-2019 Board of Directors**

**Rolando Fernandez, President/Executive Committee**

Austin, TX

Term: expires May 2020

**Raymond Gonzales, President-Elect/Executive Committee**

Adams County, CO

Term: expires May 2020

**Veronica Briseño Lara, Past President/Executive Committee**

Austin, TX

Term: expires May 2020

**Carlos Baia, Vice President for Membership/Executive Committee**

Concord, NH

Term: expires May 2020

**Maria Hurtado, Vice President for Programs/Executive Committee**

Hayward, CA

Term: expires May 2019

**Tommy Gonzalez, Director at Large**

El Paso, TX

Term: expires 5/1/2019

**Bob Harrison, Director at Large**

Renton, WA

Term: expires May 2020

**Ramiro Inguanzo, Director at Large**

Bal Harbour, FL

Term: expires May 2019

**Claudia Lujan, Director at Large**

El Paso, TX

Term: expires May 2020

**Ms. Patricia Martel, Past ICMA Board Member**

Daly City, CA

Term: expires May 2020

**Paulina Martinez, Director at Large**

Evanston, IL

Term: expires May 2020

**Daro Mott, Director at Large**

Louisville, KY

Term: expires May 2019

**Samantha Tavares, Director at Large**

Phoenix, AZ

Term: expires May 2019

**Rod Alcazar, ICMA-RC Liaison**

**Dave Mora, ICMA Staff Liaison**



## 2017 Report of Accomplishments



The Local Government Hispanic Network is the primary voice of Hispanic/Latino professionals within ICMA. The purpose of the association is to encourage professional development among Hispanic/Latino local government administrators and those local government officials working in communities with significant Hispanic/Latino populations, to improve the management of local government, to provide unique resources to

Hispanic/Latino local government executives and public managers, and to advance the goals of professional, effective, and ethical government administration.

It is with great pleasure that I share with the LGHN and ICMA membership the accomplishments of our organization over the past year. It is my hope that you will join us in addressing issues impacting the quality of life in our communities, as well as diversifying the local government workforce.

Veronica Briseño, President





**Rebranding:** The *Local Government Hispanic Network* was launched at the 2017 ICMA Conference in San Antonio. The board worked with the membership to better understand the perceptions and image of the *International Hispanic Network* and determined that the change would reduce the ambiguity regarding the mission of LGHN.

**Membership:** LGHN exceeded the 500-member mark in 2017, and coordinates with ICMA to offer free membership to any student in an ICMA University Chapter. The intent is to provide resources and mentoring to attract more young professionals into the local government profession, with an emphasis on attracting more women and people of color.

**LGHN Chapters:** The Board of Directors formally established chapters with Austin and Phoenix. Chapter members are now automatically members of LGHN. These partnerships are designed to actively involve our members to seek local government leadership positions through professional development, mentoring and networking.

**Regional Seminars:** Regional meetings were held in Phoenix and the San Francisco Bay Area. The Phoenix conference, *People, Purpose, Passion: The Pathway to Success*, covered the topics of leadership, power and persuasion, career development, and how to be successful in their organization. The San Francisco Bay Area seminar, *Preparing for Launch: Achieving Your Leadership Potential with Strategy and Purpose*, was co-hosted by NFBPA, MMANC, CalNAPA and Women Leading Government.

[www.LGHN.org](http://www.LGHN.org)

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**Conference Panel Presentations:** LGHN sponsored three panels at ICMA:

- Collaboration and Partnerships to Improve Diversity in University Programs
- Believe It or Not, We've All Got Biases
- Dealing with Immigration Issues: The Real Story and Lessons Learned

LGHN also presented at the 2017 NFBPA and NASPAA conferences.

**LGHN Awards:** LGHN annually presents three awards:

- ***Emerging Leaders Award and Scholarship to the ICMA Conference*** recognizes young professionals who demonstrate professional excellence and leadership in improving minority and disadvantaged communities through their work in their organization and their community. Laura Cruz-Acosta, El Paso, Texas received the 2017 award.
- ***Civic Engagement Award*** recognizes individuals and their organizations that represent insightful and sustained change in their communities through inclusive civic engagement practices. The City of Half Moon Bay, California received the small government award for their community academy, *Network – Engage – Transform* (NET). The City of Hayward, California received the large Government award for their community engagement plan to address social and political issues.
- ***Joel D. Valdez Legacy Award*** honors Joel Valdez, long-time city manager in Tucson, Arizona, and the impetus behind the creation of LGHN. He was a role model and mentor to many young professionals in public administration and the IHN founders established the award to honor him. A bust will be placed in the ICMA office with plaques identifying award winners. Alexander E. Briseño and J. Rolando Bono received the 2017 Awards.



Alexander E. Briseño







J. Rolando Bono

**ICMA Board:** Maria Hurtado, Assistant City Manager in Hayward, California and a member of LGHN Board of Directors, joined the ICMA board following the 2017 ICMA conference. She joins Carlos Baia (Deputy City Manager, Concord, New Hampshire) and Bert Lumbreras (City Manager, San Marcos, Texas) in representing LGHN on the ICMA board. Wally Bobkiewicz (City Manager, Evanston, Illinois) has been a long time local government member of LGHN and also joined the ICMA board.

**Webinars:** LGHN is partnering with NFBPA and Blacks in Government to create four seminars to be presented late 2017 and early 2018. The topics are:

- Ethics in the Workplace
- Skills to Persevere in Adverse Situations was presented in November 2017
- Moving Up the Ladder without Burning Bridges
- Now That We Have Diversity in the Workplace, How Do We Nurture It?

[www.LGHN.org](http://www.LGHN.org)

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## LGHN COMMITTEES

LGHN is seeking volunteers to serve on committees that focus on activities that further the IHN mission. Any IHN member may serve on a committee. Committees provide networking opportunities, skill development that enhances experience and opportunity to serve on the IHN board of directors, and the opportunity to work in other ICMA affiliates including NFBPA, Women Leading Government, etc.

**Program Committee:** The Vice President for Programs chairs the committee. The committee provides for professional development, including support in the development of regional events and workshops; support to the Communications Committee to provide professional development resources on the LGHN website; enhancements to the LGHN Madrinas/Padrinos coaching program; develop conference sessions for presentation at the ICMA, National Forum for Black Public Administrators (NFBPA) and other national conferences; develop professional development webinars with NFBPA; and plans the annual dinner at the ICMA conference. Support is provided to the conference planning committee for the biannual LGHN national conference (October 25-27, 2018 in Phoenix). The committee meets quarterly the 2<sup>nd</sup> Wednesday (January, April, July, October). Subcommittees meet in the interim.

**Membership Committee:** The Vice President for Membership chairs the committee. The committee develops an annual strategy for individual and institutional membership recruitment and renewals; promotes and assists with expansion and creation formal LGHN chapters; and recommends annual dues structure to the IHN Board of Directors. The committee meets quarterly the 3<sup>rd</sup> Wednesday (January, April, July, October). Subcommittees meet in the interim.

**Communications Committee:** The committee promotes the organization through various outreach efforts, including social media, internet and printed publications; assists with the development of promotional brochures and other media to market LGHN; prepares routine communications to the membership; monitors and updates website with current information; works with other committees to develop enhancements to the website; and coordinates articles for ICMA newsletter and PM Magazine and other national publications. The committee meets quarterly the 4<sup>th</sup> Monday (January, April, July, October). Subcommittees meet in the interim.

**University Partnerships:** The President appoints the chair of the committee. The committee is comprised of practitioners and academics. The committee is developing strategies to increase the number of practitioners in the classroom and to increase the number of people of color in the local government profession. In 2017, the committee prepared a panel discussion at the NASPAA conference and the ICMA conference. Future presentations will include ASPA and NFBPA. The committee is also working with NFBPA to identify mutual issues for research in partnership with universities; identifying LGHN members to serve as liaisons to ICMA university chapters; and developing strategies to link students to the LGHN Madrinas/Padrinos coaching program.

**Fund Development Committee:** The Immediate Past President chairs the committee. The committee assists with formulating and implementing organizational income strategies to support regional events; national conferences and events, including the annual dinner at the ICMA conference; scholarships/stipends to assist young professionals attend regional and national events; and LGHN operations. The committee assists in identifying potential sponsors, with staff providing specific follow-up. The committee meets as needed.

**Nominations Committee:** The Immediate Past President chairs the committee.



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## The Padrinos/Madrinas Coaching Program



*"LGHN's coaching program offers a wonderful and unique opportunity to expand your network and learn from experienced professionals. Our coaches are distinctively positioned to provide guidance and assistance as you move through your career path. They offer great words of advice, encouragement, and new ideas; not to mention they are "awesome individuals!"*

Magda Gonzalez  
City Manager – Half Moon Bay  
LGHN Board Member

**Local Government  
Hispanic Network**  
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# Advancing Hispanic Leadership in Local Governance



The Padrinos/Madrinas Coaching Program builds on the Padrinos/Madrinas tradition in Hispanic/Latino(a) culture. Padrinos and Madrinras are an extension of family and provide a strong support system for family members.

Extending this concept to the professional realm, the LGHN Padrinos/Madrinas Program creates the same support system for emerging leaders working in local government.

LGHN is excited to offer seasoned leaders in local government who are committed to assisting emerging leaders who serve diverse populations and supporting the next generation of government innovators. These one-to-one volunteer coaches are from all disciplines and are available to offer career advancement strategies, solution based discussions, assistance in addressing local challenges faced when serving a diverse community and/or to share their experience and expertise on specific issues.



## The Padrinos/Madrinas Coaching Program

*The Choice is Yours!*

Each coach has expertise and knowledge in a variety of areas including public sector management, finance, human resources, economic development, utilities, community engagement, among others. As an aspiring manager, feel free to contact anyone of our coaches for enlightening discussions on leadership challenges, problematic work situations or best strategies to accelerate your advancement in local government. Choosing a Padrino/Madrina is simple.

1. Visit [info@LGHN.org](mailto:info@LGHN.org) and click on the Padrinos/Madrina Coaching Program link on the right.
2. On the Padrinos/Madrinas home page you will find a number of seasoned leaders in local government; select one or two whose career path suits your goals.
3. Reach out to them by phone or email and begin developing your coaching relationship.



*It's easy, it's confidential, and it's tailored to you!*

*“The LGHN Coaching Program is an important part of career development and advancement. Whether you're an emerging or mid-career professional, even a new manager, coaching and mentoring can be beneficial in sharpening the skills needed to be an effective organizational leader. The opportunity to learn and gain perspective from a seasoned professional's career journey can help you to be inspired, encouraged and supported to achieve your own career aspirations. Developing the critical skills of self-awareness and self-reflection can be practiced by soliciting feedback in a supportive coaching relationship. Leaders at all levels should take advantage of the valuable professional resources available through the LGHN Coaching Program.”*

Pat Martel  
ICMA President 2015-16  
LGHN Board Member

**Not a Member?  
Consider joining ILHN!**



The Local Government Hispanic Network is the leading support organization for Hispanic local government professionals. The Network operates in two ways: as a forum for individuals who are interested in programs and issues related to the Hispanic population and as a consortium of local governments that serve a significant Hispanic population.

The LGHN offers its members a variety of services and programs. Through a growing network of members and cities, LGHN members benefit from exchanging ideas and solutions about best practices in local government, participating in Professional development seminars and workshops, access to career development coaches, access to news on the latest information about members, best practice programs, and linkages to employment opportunities.

To join the Local Government Hispanic Network, visit the LGHN website at [info@lghn.org](mailto:info@lghn.org) and complete the new member application and pay your membership online or by mail.

Individual membership is just \$100 annually.

# CIVIC ENGAGEMENT RECOGNITION PROGRAM

Local Government Hispanic Network wants to recognize individuals and organizations that represent insightful and sustained change in their communities through inclusive civic engagement practices. These practices result in improved quality of life for their communities with a focus on marginalized population.

## Award Purpose/Goals:

Identify best practices for civic engagement in local governments, non-profits and private sector partnerships. Showcase civic engagement best practices through recognition at events, through written media and video, and conference sessions. Create a database of best practices with contacts to assist local governments in adapting best practice programs in other communities. All submittals may be used in developing the database of best practices.

## Nomination Criteria:

*Who is eligible for nomination?* Any city, county, non-profit and private sector partners or student organizations who demonstrate sustained civic engagement best practices. Membership in LGHN is preferred but not required.

*Who may nominate?* Any LGHN member may submit a nominee for recognition.

LGHN will also distribute information to affiliate organizations and request submissions from non-members.



Presentation to City of Half Moon Bay, CA

## Application Criteria:

### Submittal:

- Name of individual/organization
- Category (city, county, special districts, education, non-profit, private sector partner)
- Jurisdiction/jurisdiction population
- Month/year when program was initiated and when fully implemented
- Nominator/primary contact
- "Community story" - description of engagement (maximum 5 typed, double spaced pages, 12 point font, 1 inch margins)
  - a. Targeted group: size and percent of total population
  - b. Planned results and actual results
    - i. What was the void in the community? This is a statement of where the community was and why it was important to address the issue.
    - ii. Who was involved in planning to address the issue? How was the community invited to be part of the process?
    - iii. Description of the engagement plan.
    - iv. Initial results and long term impacts.
    - v. Demonstrated sustainability to date and into the future.
- Relevant "learning experiences" – This may be best practices that came from the process, adjustments that were necessary to keep the program on track, and may include advice for other communities that may want to adapt a similar program.
- In addition to the written application, provide a 3 minute video to showcase your community story.



## Selection Process:

*The Selection Committee will be comprised of 3 members of the LGHN Board of Directors. The Selection Committee will make a recommendation to the LGHN Board of Directors for final approval.*

## Awards:

- Awards are presented to local governments for two population ranges: Up to 100,000 population and 100,001 and greater.
- LGHN will recognize the outstanding organizations at the LGHN dinner at the annual ICMA conference. The organizations will also be recognized at the LGHN national conference in the years the conference is held (the national conference is not an annual event).
- LGHN may not award recognition in each category each year.

## Timeline:

- February 1, 2018: Issue call for submittals.
- May 31, 2018: Deadline for submission.
- June 2018: Selection Committee review of submittals; recommendations to the LGHN Board of Directors at the July 2018 Board Meeting.
- September 23, 2018: Announce at ICMA Conference- Baltimore, Maryland.
- October 26, 2018: Present award at the LGHN Biannual Conference.

Awards should be submitted electronically to:  
[info@LGHN.org](mailto:info@LGHN.org)



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Class session to engage constituents.



# Emerging Leaders Award And Scholarship to the ICMA Conference

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## Award Purpose/Goals

The Local Government Hispanic Network wants to recognize individuals who are emerging leaders in local government by demonstrating professional excellence and leadership skills in their organization and their community. LGHN's goal is to identify and support professionals who have the ability to rise to leadership positions in local government and have demonstrated interest in improving minority and/or disadvantaged communities.

## Nomination Criteria

*Who is eligible for nomination?* Early or mid-career professionals, including anyone who has transitioned to local government service from another field, and has shown mobility in his or her career. The nominee should also demonstrate active and sustained engagement in LGHN. Current and past board members are not eligible for the award.

The recipient will receive a scholarship for LGHN conference registration and \$1,000 travel stipend to attend the LGHN conference and the dinner in Phoenix to receive the award. The conference will be held October 25-27.

*Who may nominate?* Anyone, including members from affiliate organizations, can nominate an LGHN member for the Emerging Leader Award. It is not required that the nominator be a member of LGHN. Be advised that the nominator will obtain the nominee's supervisor signature of approval prior to submittal of the nomination.

## Timeline:

May 16, 2018: Issue call for submittals

June 30, 2018: Deadline for submissions

July 2018: Selection committee review of submittals; recommendations to the LGHN Board of Directors at the July 7, 2018 Board Meeting

July 2018: Notify recipient selected for the award

October 26, 2018: Present award at the LGHN dinner at the biannual conference in Phoenix, AZ

**Awards should be submitted electronically to:**

[Kdavis@LGHN.org](mailto:Kdavis@LGHN.org)

Direct questions to Karen Davis at 408-221-8458



2017 Emerging Leader Award Winner  
Laura Cruz Acosta  
Executive Assistant to the City  
Manager, El Paso, TX



## Emerging Leaders Award Nomination Form

Nominee Name:

Title:

Organization:

Address:

City:

State:

Zip Code:

Telephone:

Email:

**Nominee must be a LGHN member.**

Has the nominator confirmed that the nominee is a LGHN member? Yes  No

Who should be contacted regarding the nomination?

Nominator name:

Telephone:

Email:

**Descriptive narrative:** *In no more than 2 pages, please describe the following:*

- Describe nominee's career path/positions held.
- Describe the nominee's commitment to his/her profession and contributions to the LGHN organization and mission.
- Describe the nominee's commitment and contributions to regional, state and/or national professional associations.
- Describe how the nominee's has demonstrated leadership in the nominee's organization and/or community.
- What other personal or professional characteristics would distinguish the nominee as an "emerging leader?"

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Nominator's Signature

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Nominee's Supervisor's Signature