



LOCAL GOVERNMENT
**HISPANIC
NETWORK**

**Board of Directors Meeting
February 1, 2019**

12:00-1:00 PM Eastern Time
11:00 AM-12:00 PM Central Time
10:00-11:00 AM Mountain Time
9:00-10:00 AM Pacific Time

Advancing Excellence and Inclusiveness in Local Government

Call-in Number:
1-866-210-1669
Guest Code: 5150240

Agenda

LGHN Board of Directors

Rolando Fernandez
President

Raymond Gonzales
President-Elect

Veronica Briseño
*Immediate
Past President*

Carlos Baia
*Vice President
for Membership and
ICMA Board Liaison*

Samantha Tavares
*Vice President
for Programs*

At Large Directors

Maria DeLeon

Bob Harrison

Ramiro Inguanzo

Claudia Lujan

Paulina Martinez

Daro Mott

James Vega

Patricia E. Martel
*Past ICMA
Board Member*

Maria Hurtado
ICMA Board Liaison

Rod Alcázar
ICMA-RC Liaison

A. Call to Order/Roll Call/Welcome

B. ACTION: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of December 7, 2018*
2. Board Meeting Attendance Report for 2018/19*
3. Financial Report January-December 2018 | 2018 Biennial Conference*

C. ACTION: Discussion and Approval of Affiliate Agreement with NACA*

D. ACTION: Approval of LGHN Award Brochures*

E. ACTION: Approval of Endorsement for ICMA Board – Victor Cardenas*

F. ACTION: LGHN Website Maintenance*

G. DISCUSSION: LGHN Value Proposition & December 2018 Membership Survey*

H. DISCUSSION: LGHN Board Retreat*

I. UPDATE: LGHN ICMA Conference Sessions & NFBPA Conference Sessions*

J. DISCUSSION: Annual Meeting Date

K. Information Items

1. LGHN Annual Report*

L. Future Board Meeting Agenda Items

1. Website Tracking (Quarterly)
2. Social Media Tracking
3. LGHN “Conectar” Program (March)
4. Fundraising Status

M. Adjournment & Future Meeting Dates

1. February 27-March 1, 2019 – ICMA Southeast Regional Conference, Greenville, SC
2. Friday, March 1, 2019 – LGHN Board Meeting
3. Friday, March 15-Saturday, March 16, 2019 – LGHN Retreat, Evanston, IL
4. March 20-22, 2019 – ICMA West Coast Regional Conference, Reno, NV
5. March 27-29, 2019 – ICMA Mountain Plains Regional Conference, Omaha, NB
6. April 3-5, 2019 – ICMA Northeast Regional Conference, New Brunswick, NJ
7. April 3-7, 2019 – NFBPA Conference, Orlando, FL
8. May 3, 2019 – Annual Meeting (or alternative date if board meeting is held)
9. May 8-10, 2019 – ICMA Midwest Regional Conference, Evanston, IL
10. Friday, June 7, 2019 – LGHN Board Meeting
11. Friday, July 5, 2019 – LGHN Board Meeting
12. July 12-15, 2019 – NACo/NACA Conference, Las Vegas, NV
13. Friday, August 2, 2019 – LGHN Board Meeting
14. Friday, September 6, 2019 – LGHN Board Meeting
15. Friday, October 4, 2019 – LGHN Board Meeting
16. October 20-23, 2019 – ICMA Conference, Nashville, TN

*Supporting documents provided in board packet



Board of Directors Meeting
December 7, 2018

MINUTES

Advancing Hispanic leadership in local government

Board Members Present

Rolando Fernandez, Jr., President
Raymond Gonzales, President-Elect
Veronica Briseño, Immediate Past President
Carlos Baia, Vice President for Membership
Bob Harrison, At Large Director
Ramiro Inguanzo, At Large Director
Claudia Lujan, At Large Director
Paulina Martinez, At Large Director
Patricia Martel, Past ICMA Board Member

Board Members Absent

Samantha Tavares, Vice President for Programs
Maria DeLeon, At Large Director
Daro Mott, At Large Director
James Vega, At Large Director
Maria Hurtado, ICMA Board Liaison

Others Present

Karen Davis, Executive Director
Rod Alcazar, ICMA-RC Liaison
Irma Hernandez, Special Advisor

A. Call to Order/Roll Call/Welcome

Roll call was conducted, and nine voting members were present, a quorum was established.

B. ACTION: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of November 2, 2018
2. Board Meeting Attendance Report for 2017/18
3. Financial Report through November 30, 2018

Carlos Baia moved approval of the consent agenda, Veronica Briseño seconded the motion; the motion was approved unanimously.

C. ACTION: Approval of Management Partners Contract for 2019-2020

The board reviewed the proposed two-year contract to extend Management Partner administration of LGHN. Rolando Fernandez and Carlos Baia reported that they met with Jerry Newfarmer in Phoenix at the LGHN conference and discussed implementing an annual evaluation process. Rolando will prepare a template for the evaluation for use by the board at the March board retreat. Carlos Baia moved approval of the contract; Ray Gonzales seconded the motion. The motion was approved unanimously.

D. ACTION: LGHN Annual Membership Dues

Karen Davis provided an overview of the proposed dues. The only changes to the structure an increase in the individual corporate membership from \$100 to \$250 and an increase from \$50 to \$100 for additional members added to large or small business memberships. Ramiro Inguanzo moved approval; Claudia Lujan seconded the motion. The motion was approved unanimously.

E. ACTION: Approval of 2019 LGHN Budget

Karen Davis presented the proposed budget for 2019, which reflects a net income of \$4,016.50. The biennial conference resulted in a net loss of \$27,562.16. Additionally, the organization has \$40,000 in reserves. A minimum three months of operating expenses is required as part of the Management partners contract (estimate of \$25,000). The proposed budget projects \$296,000 in revenues and \$292,000 in expenditures.

Ray Gonzales outlined opportunities for cost savings for the biennial conference in the Denver metro area in 2020. Adams County will provide the audio visual and other services similar to what the City

of Austin provided in 2016. Rolando recommended that the board take a larger role in the financial aspects of the biennial conferences. There is also \$3,500-\$4,000 in revenue that can be added to the 2019 budget from the previous regional meetings in Brighton/Adams County.

Carlos Baia asked about the line item for \$5,000 for website enhancements; Ray responded that these funds are for videos, webinars, etc. Carlos stated that these features were one element that was recommended by the joint committees and another is a dedicated staff for website updates. Ray suggested that additional resources be identified for ongoing updates. Ray will check with the current web developer on estimated costs. The board concurred that the item be tabled until more information is received on the costs.

Pat Martel moved approval of the budget; Ray Gonzales seconded the motion. The motion was approved unanimously.

F. DISCUSSION: Fundraising Strategy

Karen Davis presented a revised fundraising strategy and partnership chart to update the information currently on the LGHN website. Pat Martel asked about the potential for funding from Cigna; Karen said that after sending a proposal and following up several times during the year, Cigna did not respond either positively or negatively. Pat offered to assist in following up with Cigna and working with ICMA to identify other funders.

G. ACTION: Approval of Award Criteria

The board reviewed the criteria for the Civic Engagement Award and Emerging Leader Award. Claudia Lujan explained that it has been a challenge to get sufficient applicants for the Civic Engagement Award. The award was broadened in 2019 to include small and large communities. The board concurred that LGHN would continue with the award and look at alternative marketing strategies. Rolando Fernandez reported that the Emerging Leader Award had several qualified candidates but some of the criteria resulted in eliminating some candidates. The executive committee and/or the board should look at the criteria to see if it is desirable to revise the criteria and/or have more than one category.

H. DISCUSSION: LGHN Value Proposition

No discussion.

I. REVIEW: 2019 ICMA Conference

Karen Davis said that LGHN worked with other affiliates to develop conference sessions for 2019. A copy of the session descriptions was provided to the board.

J. LGHN Board Retreat

Karen Davis will send a doodle request to identify new dates for the board retreat.

K. DISCUSSION: Annual Meeting Date

No discussion.

L. Committee Reports/Updates

There were no reports.

M. Information Items

Lessons learned from the Phoenix LGHN conference were provided to the board.

2017-2018 IHN Board of Directors Board Meeting Attendance

Name	Jan 2018	Feb 2018	Mar 2018	April 2018	Annual Mtg. May 2018	June 2018	July 2018	Aug 2018	Sept 2018	Oct 2018	Nov 2018	Dec 2018
Veronica Briseño	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Maria Hurtado	Present	Absent	Present	Present	Present	Absent	Present					
Rolando Fernandez	Present	Present	Present	Present	Present	Present	Present	Absent	Present	Present	Present	Present
Raymond Gonzales	Absent	Absent	Absent	Absent	Absent	Present	Absent	Present	Absent	Present	Present	Present
Carlos Baia	Absent	Present	Absent	Present	Present	Absent	Present	Absent	Present	Present	Present	Present
Maria De Leon								Present	Present	Present	Present	Absent
Bob Harrison	Present	Present	Present	Absent	Absent	Absent	Present	Present	Present	Absent	Present	Present
Ramiro Inguanzo	Absent	Present	Present	Present	Present	Present	Present	Absent	Present	Absent	Absent	Present
Claudia Lujan	Absent	Present	Present	Present	Present	Present	Absent	Present	Absent	Present	Absent	Present
Pat Martel	Present	Absent	Absent	Absent	Present	Absent	Present	Absent	Present	Absent	Absent	Present
Paulina Martinez					Present	Present	Present	Present	Absent	Present	Present	Present
Daro Mott	Present	Absent	Absent	Present	Present	Present	Absent	Present	Present	Present	Absent	Absent
Samantha Tavares	Present	Absent	Present	Present	Present	Present	Present	Present	Present	Present	Present	Absent
James Vega								Absent	Present	Present	Present	Absent

Name	Jan 2019	Feb 2019	Mar 2019	April 2019	Annual Mtg. May 2019	June 2019	July 2019	Aug 2019	Sept 2019	Oct 2019	Nov 2019	Dec 2019
Veronica Briseño												
Magda Gonzalez												
Maria Hurtado												
Rolando Fernandez												
Raymond Gonzales												
Carlos Baia												
Maria De Leon												
Bob Harrison												
Ramiro Inguanzo												
Claudia Lujan												
Pat Martel												
Paulina Martinez												
Daro Mott												
Samantha Tavares												
James Vega												

Note: Excused v. unexcused absences are not differentiated on the chart.

12:51 PM
01/30/19
Cash Basis

Local Government Hispanic Network

Profit & Loss

January through December 2018

Ordinary Income/Expense

Income

Direct Public Support

Corporate Support	52,500.00
Scholarship	4,100.00
Total Direct Public Support	56,600.00

Other Types of Income

Advertising Sales	18,906.45
Miscellaneous Revenue	1,000.00
Total Other Types of Income	19,906.45

Program Income

Workshops/Regional Registration	0.00
Workshops/Regional Sponsorship	1,000.00
LGHN Dinner Registrations	4,683.60
LGHN Dinner Sponsorships	5,000.00
Membership Dues	
Individual	5,129.70
Local Government	19,750.00
Chapters	5,500.00
Corporate	1,000.00
Total Membership Dues	31,379.70

Total Program Income	42,063.30
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Total Income	118,569.75
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Expense

Business Expenses

Constant Contact	449.52
PayPal Fees	1,226.01
Business Expenses - Other	49.00
Total Business Expenses	1,724.53

Contract Services

Accounting Fees	825.00
Outside Contract Services	62,951.31
Total Contract Services	63,776.31

Operations

Computer Software	124.12
Postage, Mailing Service	1,139.00
Printing and Copying	2,245.15
Supplies	184.65
Telephone, Telecommunications	1,660.58
Website	2,427.24

12:51 PM
01/30/19
Cash Basis

Local Government Hispanic Network
Profit & Loss

January through December 2018

Total Operations

Other Types of Expenses

Board of Directors Retreat

Retreat 2,134.09

Travel 556.64

Total Board of Directors Retreat 2,690.73

Program Activities

Catering 8,860.90

Entertainment 1,005.29

Facility Rental 1,076.20

Postage/Shipping 200.26

Other Costs 9.00

Total Program Activities 11,151.65

Advertising/Marketing Expenses 1,450.19

Insurance - Liability, D and O 859.00

Contributions 500.00

Other Costs 1,005.44

Total Other Types of Expenses 17,657.01

Travel and Meetings

Conf, Conv, Meeting-Nat'l 1,398.66

Meeting Travel-Reg'l 598.65

Total Travel and Meetings 1,997.31

Total Expense 92,935.90

Net Ordinary Income 25,633.85

Net Income 25,633.85

bank balance 12/31/18 \$55,831.61

1:09 PM
01/30/19
Cash Basis

Local Government Hispanic Network

Profit & Loss

January 2018 through January 2019

Ordinary Income/Expense

Income

Program Income

Conference Registration	51,130.03
Conference Sponsorship	111,150.00
Total Program Income	162,280.03

Total Income 162,280.03

Expense

Business Expenses

PayPal Fees	553.34
Total Business Expenses	553.34

Contract Services

Conference Support	13,291.25
Total Contract Services	13,291.25

Other Types of Expenses

Program Activities

Catering	118,600.00
Entertainment	2,900.00
Event Insurance	131.57
Event Transportation	315.00
Facility Rental	12,317.36
IT/Video Services	17,346.00
Outside Activities	452.00
Postage/Shipping	481.69
Printing/Copy	6,292.60
Supplies	4,615.72
Stipends and Speaker Fees	500.00
Other Costs	8,647.40

Total Program Activities 172,599.34

Advertising/Marketing Expenses 49.50

Total Other Types of Expenses 172,648.84

Travel and Meetings

Conf, Conv, Meeting-Nat'l 1,914.90

Total Travel and Meetings 1,914.90

Total Expense 188,408.33

Net Ordinary Income -26,128.30

Net Income -26,128.30

MEMORANDUM OF UNDERSTANDING
BETWEEN THE LOCAL GOVERNMENT HISPANIC NETWORK (LGHN) AND
THE NATIONAL ASSOCIATION OF COUNTY ADMINISTRATORS (NACA)

This Memorandum of Understanding, entered into this ___ day of February, 2019 between the National Association of County Administrators, hereinafter referred to as NACA, and the Local Government Hispanic Network, hereinafter referred to as LGHN, for the mutual benefit and support of one another's organization.

Recitals

WHEREAS, the mission of the Local Government Hispanic Network (LGHN) is to promote and expand the roles of Hispanic/Latino professionals in local government, expand their numbers at the executive level, provide resources for all those serving Hispanic/Latino communities, and prepare the next generation of Hispanic/Latino public administrators; and

WHEREAS, the purpose of the National Association of County Administrators (NACA) is to encourage professional excellence and improve the management of county government.

WHEREAS, LGHN and NACA are committed to the profession of public administration and work to promote public administration expertise in performance and practice and a formal agreement between the two organizations will assist each in achieving their respective goals and objectives; and

WHEREAS, LGHN and NACA recognize the common interest of both organizations to pursue cooperative activities that enhance the ethics, professional development and career advancement of minorities in government;

NOW, THEREFORE, IT IS RESOLVED, that with the approval of this agreement by the LGHN Board of Directors and the NACA Board of Directors, and upon the signing of this agreement by the Presidents of each organization, LGHN and NACA will work together according to these terms:

I. Communication and Meetings:

Both organizations shall seek ways to ensure effective and regular communication between the two organizations. Attendance at each other's leadership meetings shall be one of the methods used to establish common goals and objectives and joint meetings when in the mutual interests of both organizations.

- a. LGHN and NACA leadership shall schedule at least one annual meeting to exchange strategic plans and discuss common goals and objectives and for the purpose of coordinating mutual activities.
- b. A member of each organization, LGHN and NACA, shall be appointed by their respective organizations, in consultation with the other, to represent their organization and serve as a non-voting liaison to each organization's Board of Directors. In the capacity of liaison, the appointee will be available for consultation for all matters deemed to impact LGHN's and NACA's mutual interests.

II. Establishment of a Collaborative Agenda

LGHN and NACA shall mutually agree on a biennial work plan, developed jointly by appointees of both NACA and LGHN, which addresses the following collaboration:

- a. **Membership Information:** LGHN and NACA shall share membership database information at no charge to promote professional development opportunities and foster communication between both organizations. Exchange of database information shall adhere to any confidential and/or privacy regulations established by each organization with its membership.
- b. **Internet and Published Communications:** Each organization will provide a link to the other organization's website on their individual website. Each organization may publish at least one article annually in their respective publications (Noticias and The Journal of County Administration) if such publications exist or other replacement publications. Each organization will promote regional and national events in their publications and on their respective websites. Each organization will pursue joint publication opportunities on topics of mutual interest through other organization, such as the International City/County Management Association (ICMA).
- c. **Professional and Career Development:** To encourage professional development for their members, LGHN and NACA may consult each other for ideas on product and membership service development and delivery and, when appropriate, coordinate and/or subcontract with each other to research issues of mutual interest, and/or provide professional services. Both LGHN and NACA share the objective of providing career development opportunities for minorities.
- d. NACA will promote LGHN's Padrinos/Madrinas Coaching Program which offers career advancement strategies, assistance with troubleshooting issues and assist in addressing local challenges in serving minority populations.
- e. NACA will provide LGHN members with access to the NACA County Connect which provides a platform for county professionals to receive insights and guidance from fellow county professionals and industry experts.
- f. LGHN and NACA will address the development and funding of potential professional development opportunities for minorities as an ongoing priority.
- g. LGHN and NACA will work together to pursue conversations with the leadership of universities to increase the number of minority students in undergraduate and graduate programs, and to establish coursework emphasizing local government and county management in their programs.

III. Collaboration with ICMA

LGHN and NACA shall work together to advance ICMA's efforts to ensure inclusion of all minorities within the ICMA organization. Particular work shall be done to secure Hispanic and county representation in leadership positions in ICMA and inclusion in ICMA's programs and services.

- a. **ICMA Board Selection Process:** Each organization agrees that at least one member of LGHN and/or NACA will serve as one of the appointed members on the ICMA regional

nominating committees to ensure that, to the extent possible, LGHN and NACA are represented on the ICMA Board of Directors.

- b. ICMA Conference Activities: LGHN and NACA will coordinate with each other and ICMA to assure strong minority and affiliate participation in the ICMA annual conference and conference planning process to develop conference sessions relevant to minority and county communities and managers. LGHN and NACA will work together to develop and submit joint educational session ideas for ICMA conferences and suggest and support speakers, panelists, or other participants representative of each organization at such conferences.
- c. Other Regional and Conference Support: Sponsor and conduct conferences, workshops, seminars and research of mutual benefit and interest to both organizations.

IV. Conferences and Other Educational Events

LGHN and NACA will identify opportunities for joint sponsorship of conferences, workshops, seminars and research.

At other organization's events, such as ICMA, National League of Cities, and National Association of Counties conferences, LGHN and NACA shall work collaboratively to support each other's presences through agreed upon ways such as co-sponsoring joint networking events, workshop and panel presentations, shared exhibit booths, and staff assistance. LGHN and NACA will work together on the planning, organizing and marketing of such efforts and a fair and equitable financial sharing of costs.

V. Joint Membership Recruitment

Both organizations will work cooperatively to eliminate barriers and encourage members to join both organizations. Members who join both organizations will receive a 15% discount on the cost of the combined membership dues.

VI. Joint Fund Development

When both LGHN and NACA agree that it is mutually beneficial, joint applications for grants, foundation funding or other fund development initiatives may be explored and initiated upon the agreement of both organizations.

VII. General Provisions

- a. All disputes relating to this Agreement, including disposal of any assets in the event that this agreement is terminated, shall be resolved by a committee comprised of two officers from each organization plus a fifth person mutually agreed upon by the Presidents of LGHN and NACA.
- b. Services included under this agreement shall be monitored by the Executive Director, or designee, of each organization.
- c. LGHN and NACA shall indemnify and hold each other, its officers, directors and agents harmless from all demands, claims, actions, losses, damages (including special and consequential damages, and including damages from personal injuries), costs, and expenses (including reasonable attorneys' fees) which result from a material breach of

this agreement by LGHN or NACA or from any actions of LGHN or NACA prior to the date of this agreement.

- d. This agreement supersedes any previous verbal agreements and/or understandings. This agreement shall remain in effect unless terminated by the Executive Boards of either organization with 90 days' notice. Either Board may submit amendments to this agreement at any time; amendments must be approved by the Boards of both organizations.

ACCEPTANCE:

The individuals executing this Agreement on behalf of their respective party do hereby represent and warrant that he or she is duly authorized to bind its party to the terms and conditions of this Agreement. Further, both parties have read the foregoing Agreement in its entirety and voluntarily agree to each of its terms with full knowledge thereof. Agreement and acceptance of this Memorandum of Understanding will be indicated by signing below.

Rolando Fernandez, Jr.
President, LGHN

Date

Hannes Zacharias
President, NACA

Date

Emerging Leaders Award And Scholarship to the ICMA Conference

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 potential leadership qualities, mobility in his or her career and/or a commitment to working with minority and/or disadvantaged communities. Active and sustained engagement in LGHN is preferred. Current and past board members are not eligible for the award.

The recipient will receive a scholarship for registration and \$1,000 travel stipend to attend the October 20-23, 2019 ICMA conference in Nashville, TN. The award will be presented at the annual LGHN dinner on Sunday, October 20, 2019.

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:

March 1, 2019: Issue call for submittals

June 21, 2019: Deadline for submissions

July 2019: Selection committee review of submittals; recommendations to the LGHN Board of Directors at the July 5, 2019 Board Meeting

July 2019: Notify recipient selected for the award

October 20, 2019: Present award at the LGHN dinner at the ICMA conference in Nashville, TN

Awards should be submitted electronically to:

Kdavis@LGHN.org

Direct questions to Karen Davis at 408-221-8458



2018 Emerging Leader Award Winner
Aubrey Gonzalez
Special Assistant to the City Manager,
Phoenix, AZ



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 (mission statement available at <https://lghn.org/history/>).
- 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?"

Nominator's Signature

Nominee's Supervisor's Signature

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

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 full 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.
- Optional: Provide a 3 minute video or brief PowerPoint presentation.



Love Your Block.
A City of Phoenix, AZ mini grant program.

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 in Nashville, TN.
- LGHN may not award recognition in each category each year.

Timeline:

- March 1, 2019: Issue call for submittals.
- June 21, 2019: Deadline for submission.
- July 2019: Selection Committee review of submittals; recommendations to the LGHN Board of Directors at the July 5, 2019 Board Meeting.
- October 20, 2019: Present award at ICMA Conference- Baltimore, Maryland.

Awards should be submitted electronically to:
info@LGHN.org



2107 North First Street Suite 470
San Jose, CA 95131
Office: 408-392-0232



City of Mesa, AZ Spanish website and social media communications program.

VICTOR CARDENAS

P.O. Box 7183
Novi, MI 48376-7183

Cell Phone
(248) 756-4143

vmcardenas@gmail.com

Municipal Government Experience

Assistant City Manager

(October 2010 to Present)

*City of Novi, MI
Population 60,000*

Assist in the day to day operations of the City. Responsible for the Community's Capital Improvement Plan (CIP), City Council's goal setting process, Council agenda meeting creation and All Staff Training.

Major Accomplishments

- Served as City's Interim Department of Public Works Director January 2017 to November 2017
- Served as City's Interim City Manager from March 2014 to September 2014
- Served as City's Interim Finance Director from September 2013 to February 2014.
- Provide oversight to the City's internal servicing departments; Finance, Human Resources, and Integrated Solutions (IT, Facilities and Park Maintenance)
- Responsible for the transition to a unified one waste hauler for the community
- Oversaw creation of a Corridor Improvement Authority

Village Manager

(April 2007 to October 2010)

*Village of Brooklyn, MI
Population 1,200*

Village's first full-time manager. Directly responsible for Planning/Zoning, Information Technology, Finance, Economic Development, Downtown Development Authority, Human Resources. Responsible for the development and creation of a Village budget of \$1.8 million. Responsible for organizing community activities (annual holiday tree lighting, parades, etc.)

Major Accomplishments

- Advocated, implemented and administered the creation of a Downtown Development Authority (DDA).
- Responsible for the development/creation of the community's first budget document
- Completely revised organization's policy and procedure manual
- Oversaw the development of a digital information recovery program
- Implemented a community branding initiative through funds secured by grant application
- Increased flow of information to the Village Council through weekly reports and topic memorandums
- Revised area recreation plan
- Secured new soccer fields for area traveling soccer club

Assistant to the City Manager

(November 2004 to April 2007)

City of Oak Park, MI

Population 32,399

Served as City’s Ombudsman fielding nearly all concerns and complaints with city services. Responsible for the budget of the City Manager’s office. Participated on City’s negotiation team with unions, successfully negotiating four contracts. Maintained City’s Personnel Policy and Procedure Manual

Major Accomplishments

- Organized emergency exercise to test City’s infrastructure and readiness
- Completely updated, digitized and administered City’s traffic control orders
- Assisted in the development of a Building Trade Program Collaboration with Oak Park Schools

Mayor’s Intern

(January 2002 to June 2003 and June 2004 to July 2004)

City of Indianapolis, IN

Population 798,382

Researched and revised City’s Take Home Vehicle Policy. Aided in completing the City’s Comprehensive Annual Financial Report. Assisted in creating 2005 Budget Book

Intern, City Manager’s Office

(April 1998 to August 1998)

City of St. Clair Shores, MI

Population 63,096

Developed computer database on signage of area businesses. Worked alongside City Public Affairs Officer. Assisted in developing public access shows showcasing area businesses

**Higher
Education
Experience**

First Year Advisor

(July 2003 to November 2004)

Miami University, Oxford, OH

Responsible for a residence hall of 140 students. Academically advised 150 First Year students. Served on town/gown committee with local officials and business owners

Major Accomplishments

- Developed ad campaign for academic advisor search process

Resident Director

(July 2000 to July 2003)

Marian College, Indianapolis, IN

Managed a residence hall of 200 students. Supervised a staff of eight resident assistants. Adjudicated resident disciplinary hearings. Served as Women’s Soccer Team Assistant coach

Major Accomplishments

- Organized department-wide training and student staff search processes.
- Updated department procedures and processes

Education	Indiana University, Indianapolis, IN <i>Master of Public Affairs</i>	<i>(April 2003)</i>
	Grand Valley State University, Allendale, MI <i>Bachelor of Arts, Political Science Major</i> <i>Spanish Minor</i>	<i>(April 2000)</i>
Professional Training	Senior Executives in Local and State Government Kennedy School, Executive Education Harvard University	<i>(July 2017)</i>
	Emerging Leaders Development Program International City/County Managers Association	<i>(2009-2011)</i>
	Senior Executive Institute Weldon Cooper Center for Public Service University of Virginia	<i>(July 2009)</i>
	Weapons of Mass Destruction Incident Command Course Department of Homeland Security Anniston, Alabama	<i>(September 2005)</i>
Professional Involvement	<ul style="list-style-type: none"> • Chair – Winter Institute Committee, Michigan Local Government Management Association <i>(2015)</i> • ICMA Conference Planning Committee Member - Richmond 2008, Milwaukee 2012, Seattle 2015, San Antonio 2017, Nashville 2019 <i>(Chair)</i> • ICMA International Committee <i>(2009-2015)</i> • Board Member – Intelligent Transportation Society of <i>Michigan</i> <i>(2014 – Present)</i> • Member - School of Public, Nonprofit & Health Administration Advisory Board, Grand Valley State University <i>(2014 – Present)</i> • Chair – Community Education Committee, Michigan Local Government Management Association <i>(2008 – 2014)</i> • Secretary – Leoni Regional Utility Authority <i>(2008 – 2010)</i> • Executive Committee Member - Region 2 Planning Commission <i>(2009 - 2010)</i> • Committee Member – Economic Development Strategic Planning Committee – Jackson County <i>(2008 – 2010)</i> • Member – International City County Manager’s Association • Member – International Hispanic Network • Member – International Personnel Management Association 	
Volunteer Involvement	<ul style="list-style-type: none"> • Trustee – Grand Valley State University Board of Trustees <i>(2014- Present)</i> <ul style="list-style-type: none"> ○ Finance and Audit Committee Chairman <i>(2016- 2018)</i> ○ Academic Affairs Committee Chair <i>(2018-Present)</i> • Board Member – Grand Valley State University Alumni Association Board of Directors <i>(2005 – 2014)</i> • Puerto Rico Municipality Assessment Team Member <i>(2018)</i> 	

VICTOR CARDENAS

P.O. Box 7183
Novi, MI 48376-7183

Cell Phone
(248) 756-4143

vmcardenas@gmail.com

ICMA and MME Involvements

ICMA Involvement

Conference Planning Committee Member

Richmond 2008,
Milwaukee 2012,
Seattle 2015,
San Antonio 2017,
Nashville 2019 (*Chair*)

Conference Evaluation Committee Member

Minneapolis 2005,
Pittsburgh 2007

International Committee Member

2010 -2012
2013 -2015

Municipal Assessment Team Member

Puerto Rico 2018

MME Involvements

Community Education Committee/ Advocacy Committee Member

2008 – 2014 (*Chair*)
2015- Present

Winter Institute Committee Member

2009
2015 (*Chair*)

Professional Development (ICMA Affiliated)

Emerging Leaders Development Program

2009-2011

Senior Executive Institute

Weldon Cooper Center for Public Service
University of Virginia

July 2009

Senior Executives in State and Local Government

Kennedy School
Harvard University

July 2017

Subject: LGHN Website
Date: Wednesday, December 19, 2018 at 4:26:38 PM Pacific Standard Time
From: Ray Gonzales
To: Karen Davis, Fernandez, Rolando
Priority: High
Attachments: image001.jpg, image002.jpg

Hi Karen and Rolando,

As promised, I was able to connect with Neon Rain regarding the day to day content management of the website. They estimate close to 10-15 hours each month ranging from \$1,300-\$2,625 per month. This will also include the creation of pages, editing existing pages and general updates to the website.

I think it is definitely worth considering. Let me know how you would like to proceed.

Best regards, Ray



Raymond H. Gonzales

County Manager

ADAMS COUNTY, COLORADO

4430 S. Adams County Parkway

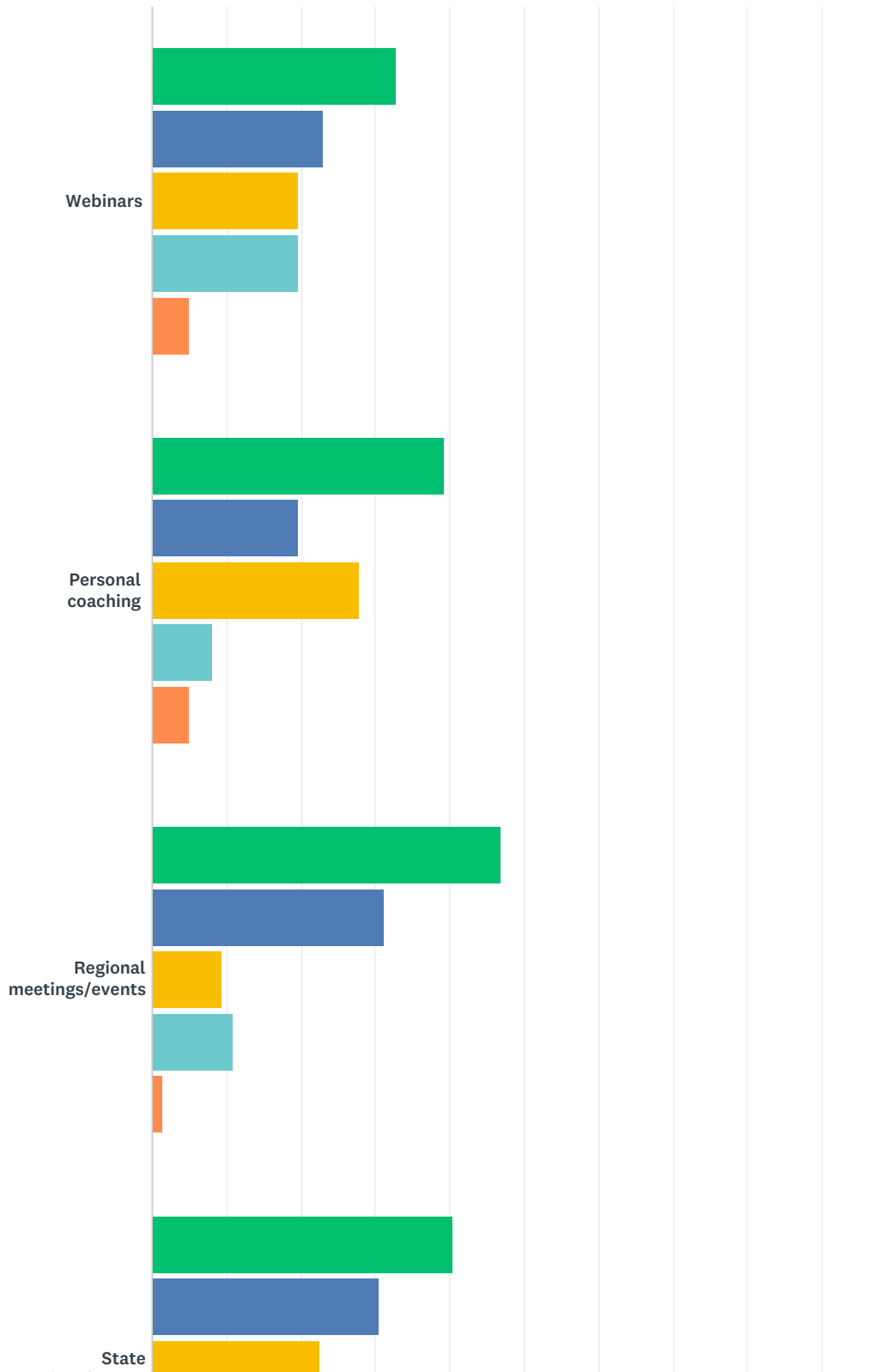
Brighton, CO 80601

Office: 720.523.6829 | Mobile: 720.556.4086

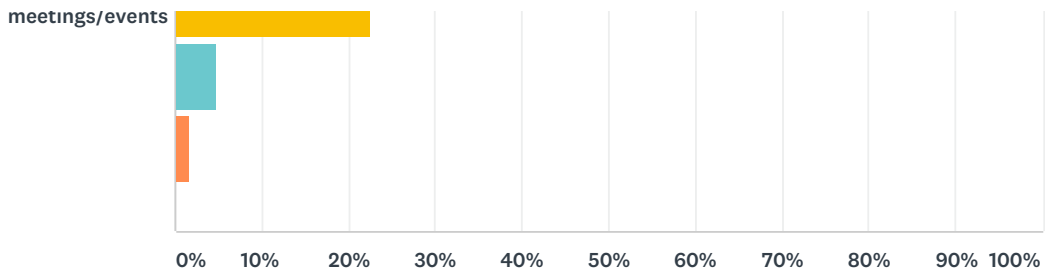
rgonzales@adcogov.org www.adcogov.org

Q1 On a scale of 1 to 5, with 5 being most important and 1 being least important, which of the following formats would you be more likely to use for professional development?

Answered: 65 Skipped: 0



LGHN Professional Development & Best Practices

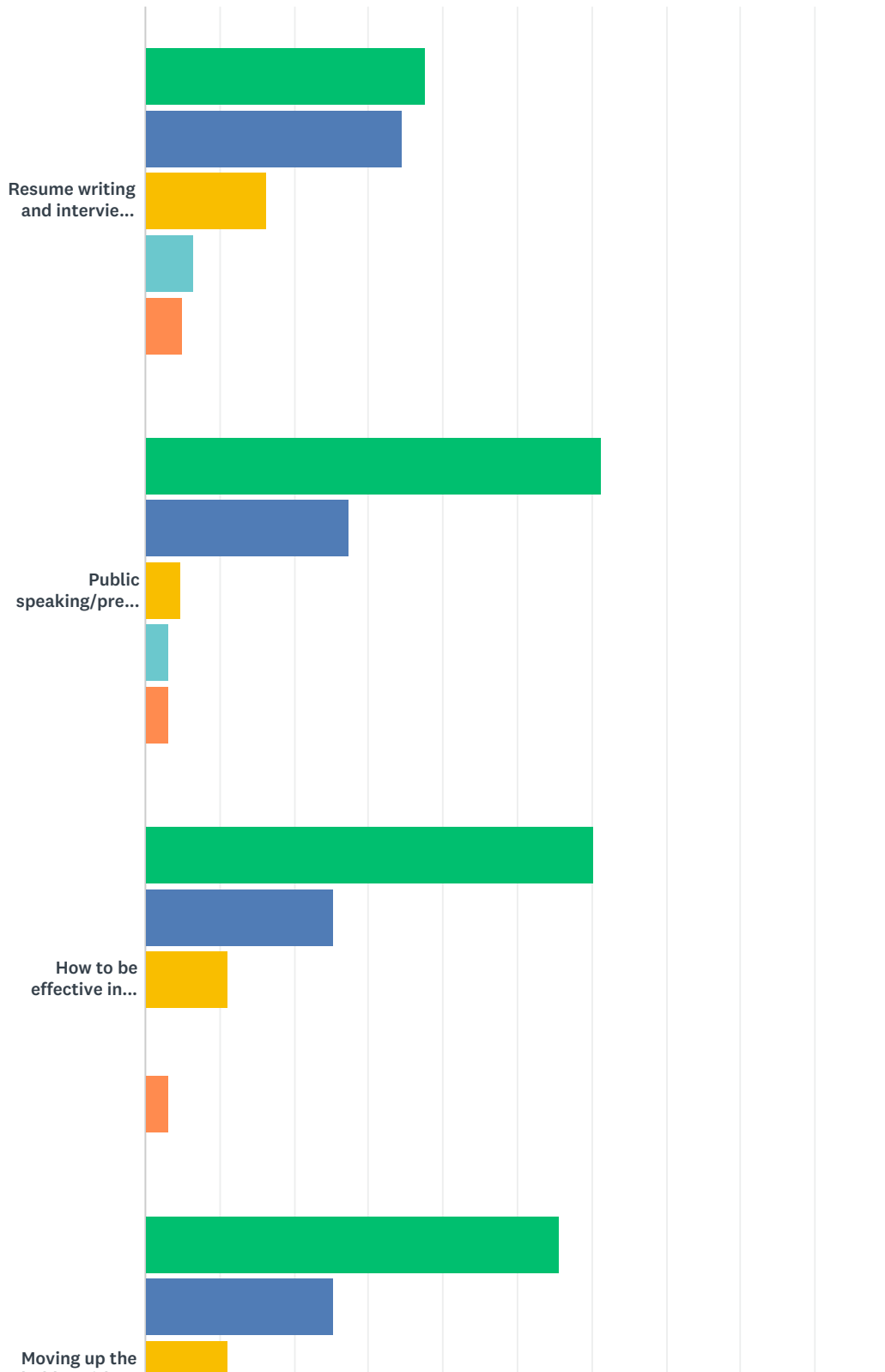


	5	4	3	2	1	TOTAL
Webinars	32.79% 20	22.95% 14	19.67% 12	19.67% 12	4.92% 3	61
Personal coaching	39.34% 24	19.67% 12	27.87% 17	8.20% 5	4.92% 3	61
Regional meetings/events	46.88% 30	31.25% 20	9.38% 6	10.94% 7	1.56% 1	64
State meetings/events	40.32% 25	30.65% 19	22.58% 14	4.84% 3	1.61% 1	62

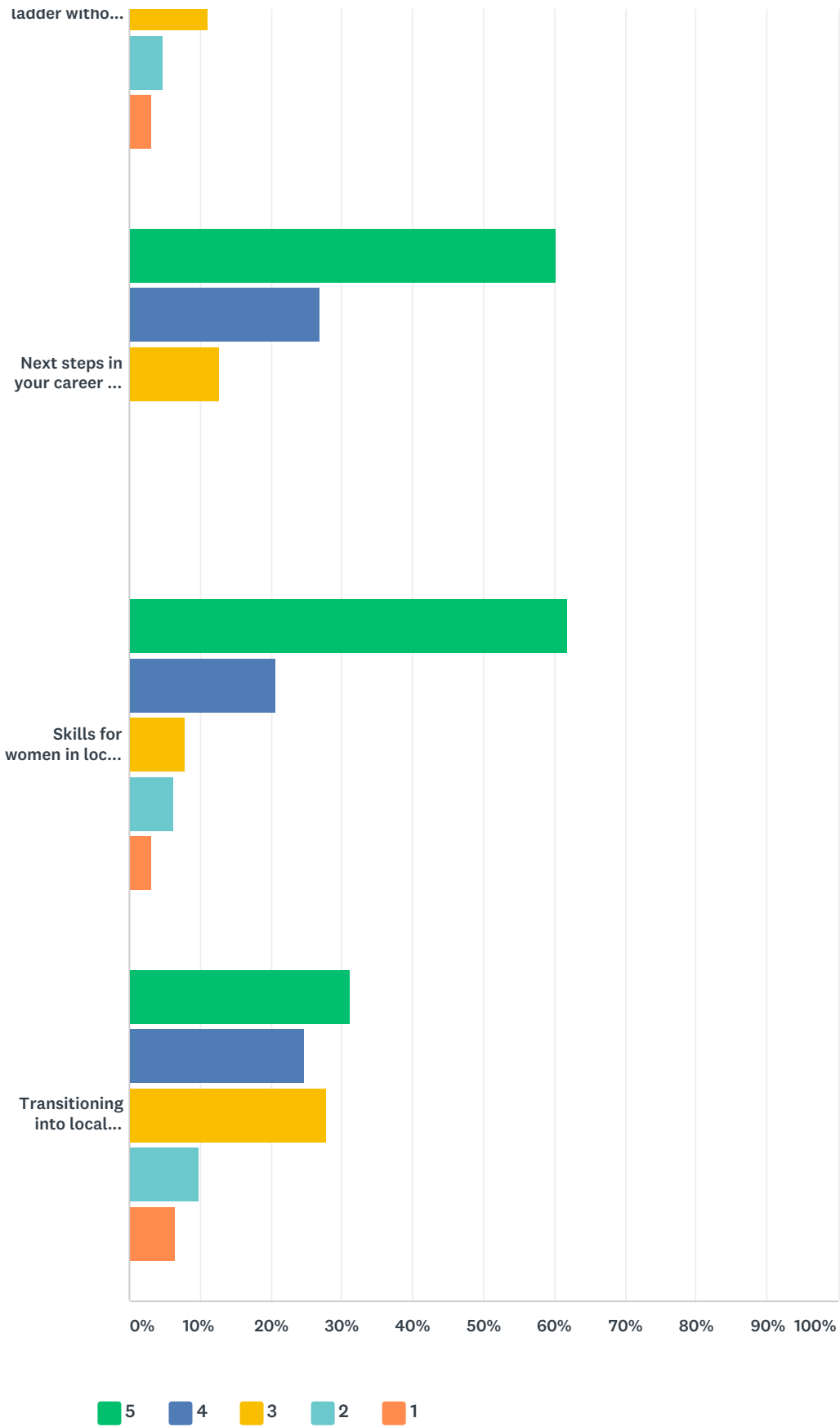
#	OTHER (PLEASE SPECIFY)	DATE
1	Brown Bags, early morning sessions	12/18/2018 11:09 AM
2	Early morning or late day talks are good to have people in the field attend.	12/13/2018 7:28 AM
3	Mentor Program? One on one opportunity to build lasting relationships with others with more experience.	12/13/2018 7:23 AM

Q2 On a scale of 1 to 5, with 5 being the most important and 1 being the least important, which of the following activities do you see as relevant to professional development for Hispanics/people of color?

Answered: 65 Skipped: 0



LGHN Professional Development & Best Practices



	5	4	3	2	1	TOTAL
Resume writing and interview skills	37.70%	34.43%	16.39%	6.56%	4.92%	
	23	21	10	4	3	61

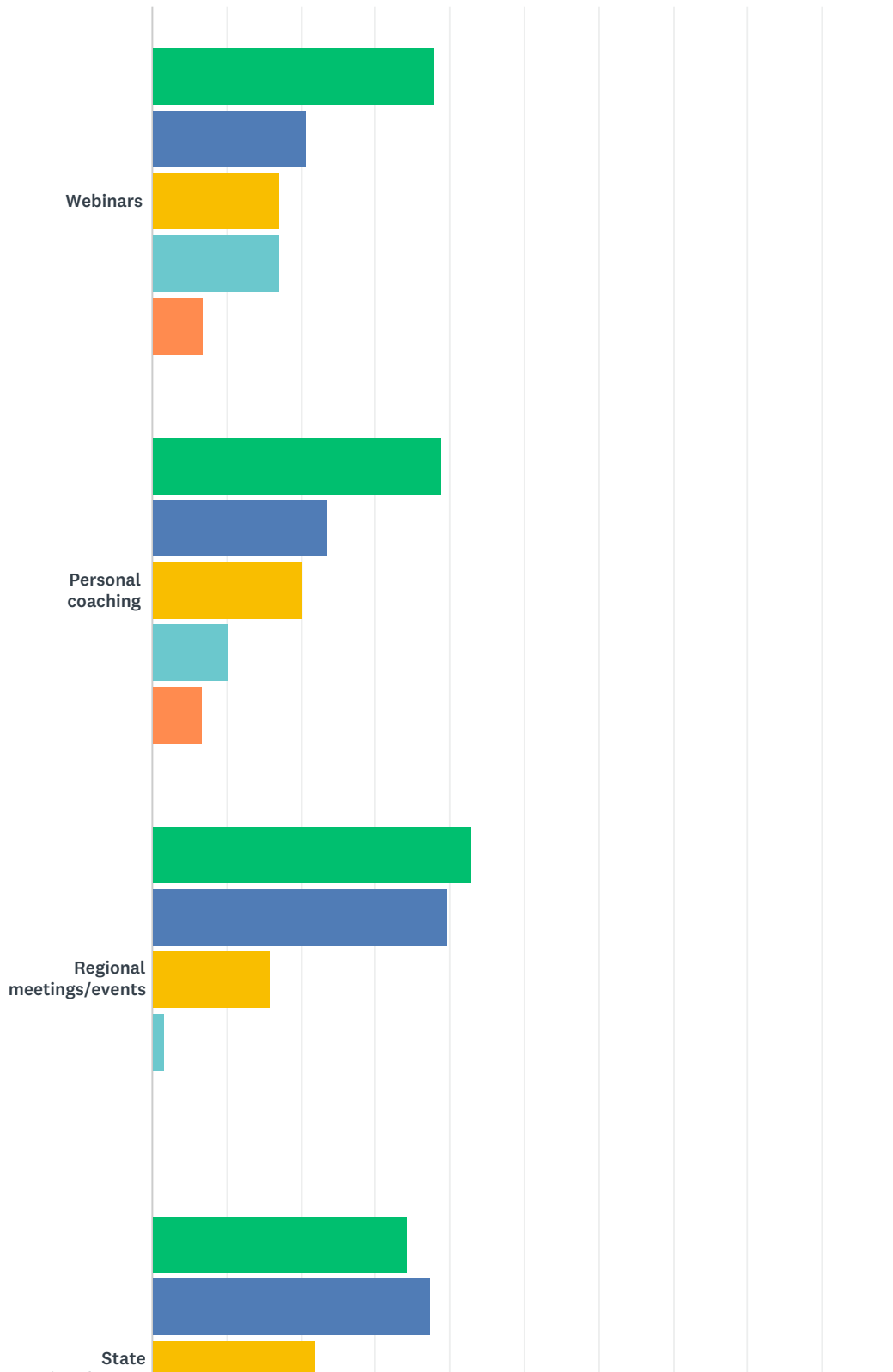
LGHN Professional Development & Best Practices

Public speaking/presentation skills	61.29% 38	27.42% 17	4.84% 3	3.23% 2	3.23% 2	62
How to be effective in difficult situations	60.32% 38	25.40% 16	11.11% 7	0.00% 0	3.17% 2	63
Moving up the ladder without burning bridges	55.56% 35	25.40% 16	11.11% 7	4.76% 3	3.17% 2	63
Next steps in your career - advice from executive search firms	60.32% 38	26.98% 17	12.70% 8	0.00% 0	0.00% 0	63
Skills for women in local government	61.90% 39	20.63% 13	7.94% 5	6.35% 4	3.17% 2	63
Transitioning into local government administration from non-traditional careers (e.g., departments, non-profits, etc.)	31.15% 19	24.59% 15	27.87% 17	9.84% 6	6.56% 4	61

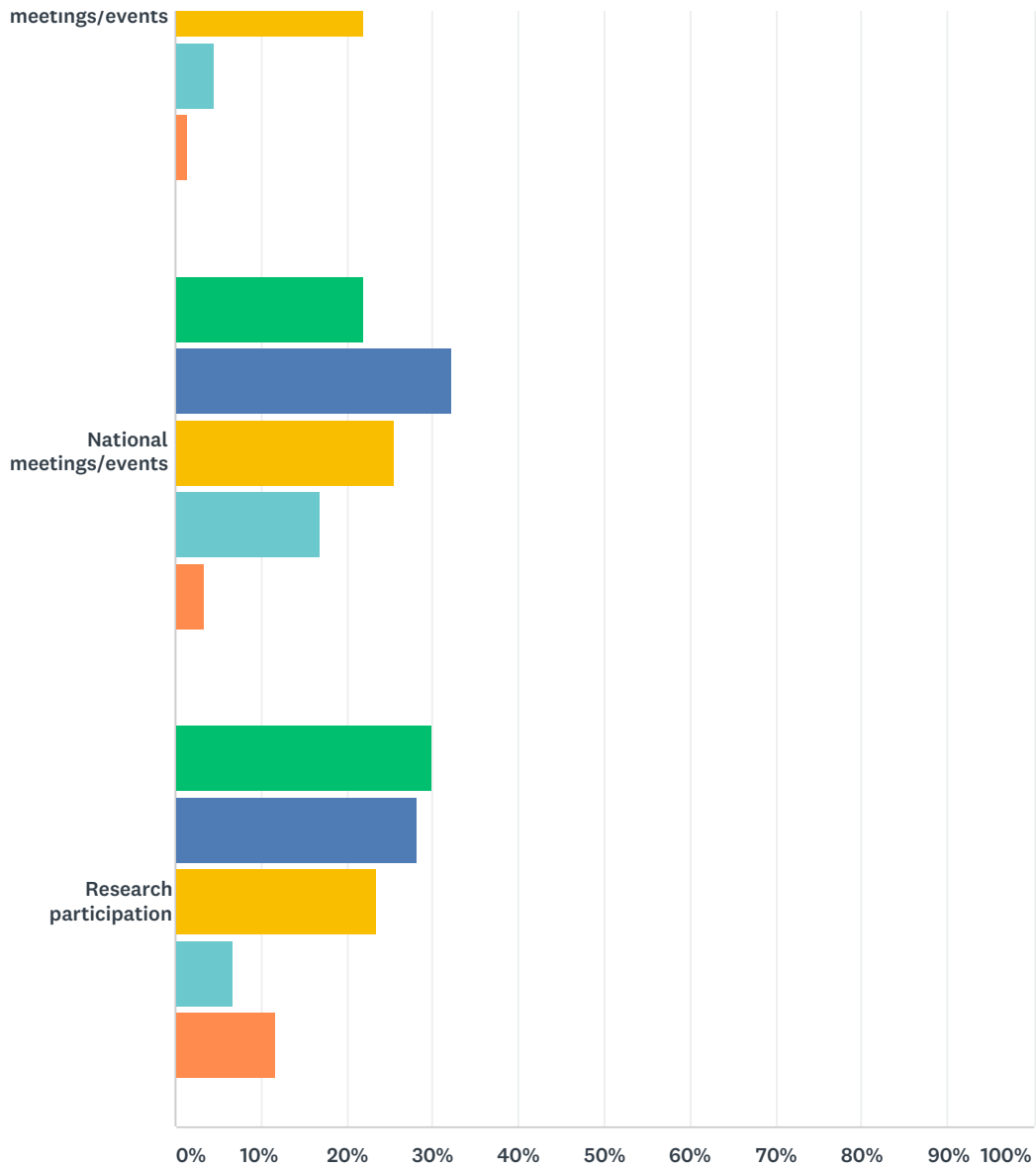
#	PERSONAL COACHING ON SPECIFIC ISSUES OR OTHER SUGGESTIONS (PLEASE SPECIFY):	DATE
1	Working with micromanagers	12/13/2018 3:30 PM
2	Explaining cultural value of Latinos in upper management positions without sounding like we're using our skin color to promote.	12/13/2018 7:28 AM
3	Developing/articulating your voice and sharing your perspective	12/4/2018 8:10 AM
4	Stop being afraid of selling yourself (fear of sounding arrogant vs humble)	11/29/2018 11:48 AM
5	leadership development	11/28/2018 2:35 PM

Q3 On a scale of 1 to 5, with 5 being the most important and 1 being the least important, which of the following formats would you be more likely to use to learn about best practices for your jurisdiction?

Answered: 65 Skipped: 0



LGHN Professional Development & Best Practices



■ 5
 ■ 4
 ■ 3
 ■ 2
 ■ 1

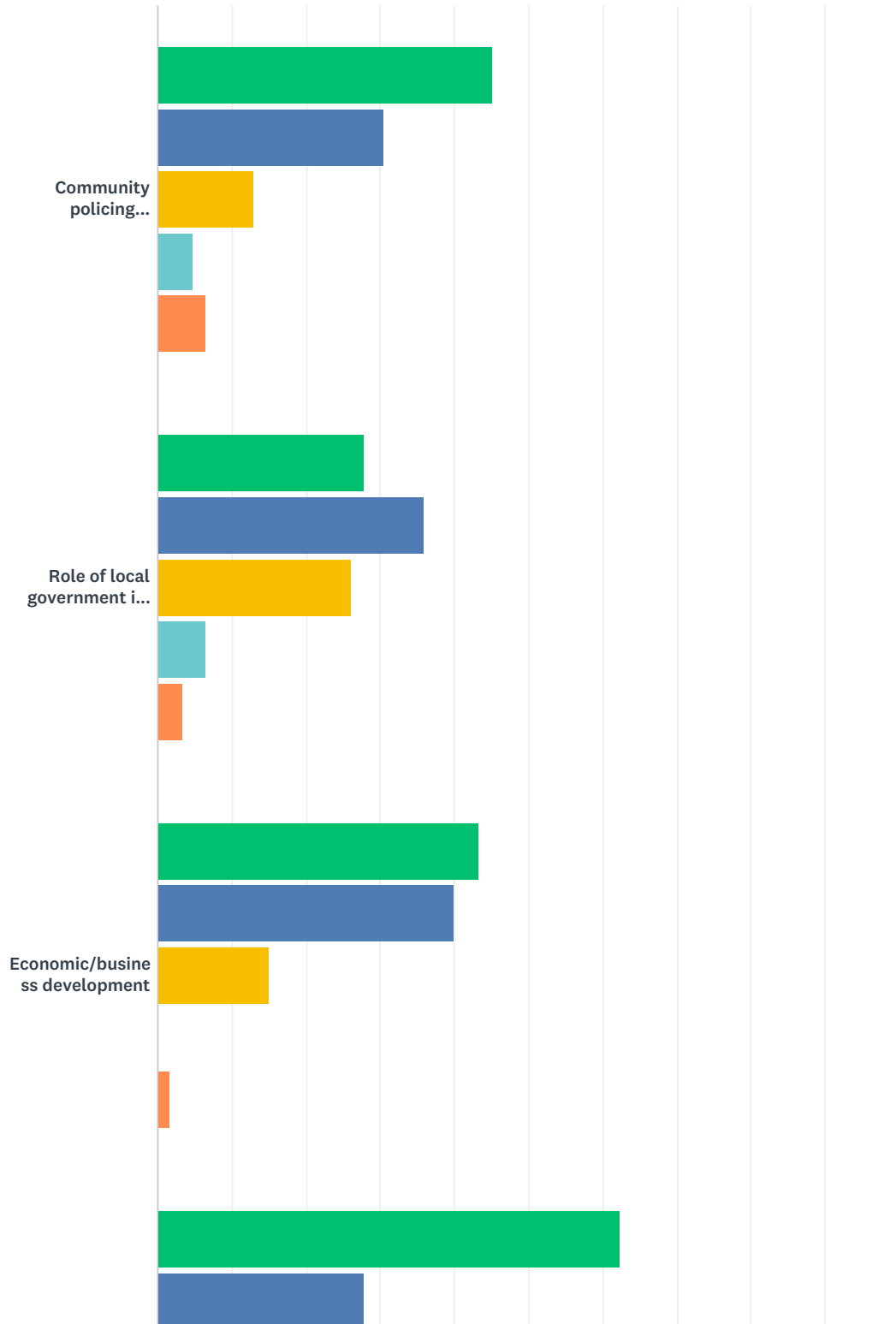
	5	4	3	2	1	TOTAL
Webinars	37.93% 22	20.69% 12	17.24% 10	17.24% 10	6.90% 4	58
Personal coaching	38.98% 23	23.73% 14	20.34% 12	10.17% 6	6.78% 4	59
Regional meetings/events	42.86% 27	39.68% 25	15.87% 10	1.59% 1	0.00% 0	63
State meetings/events	34.38% 22	37.50% 24	21.88% 14	4.69% 3	1.56% 1	64
National meetings/events	22.03% 13	32.20% 19	25.42% 15	16.95% 10	3.39% 2	59
Research participation	30.00% 18	28.33% 17	23.33% 14	6.67% 4	11.67% 7	60

LGHN Professional Development & Best Practices

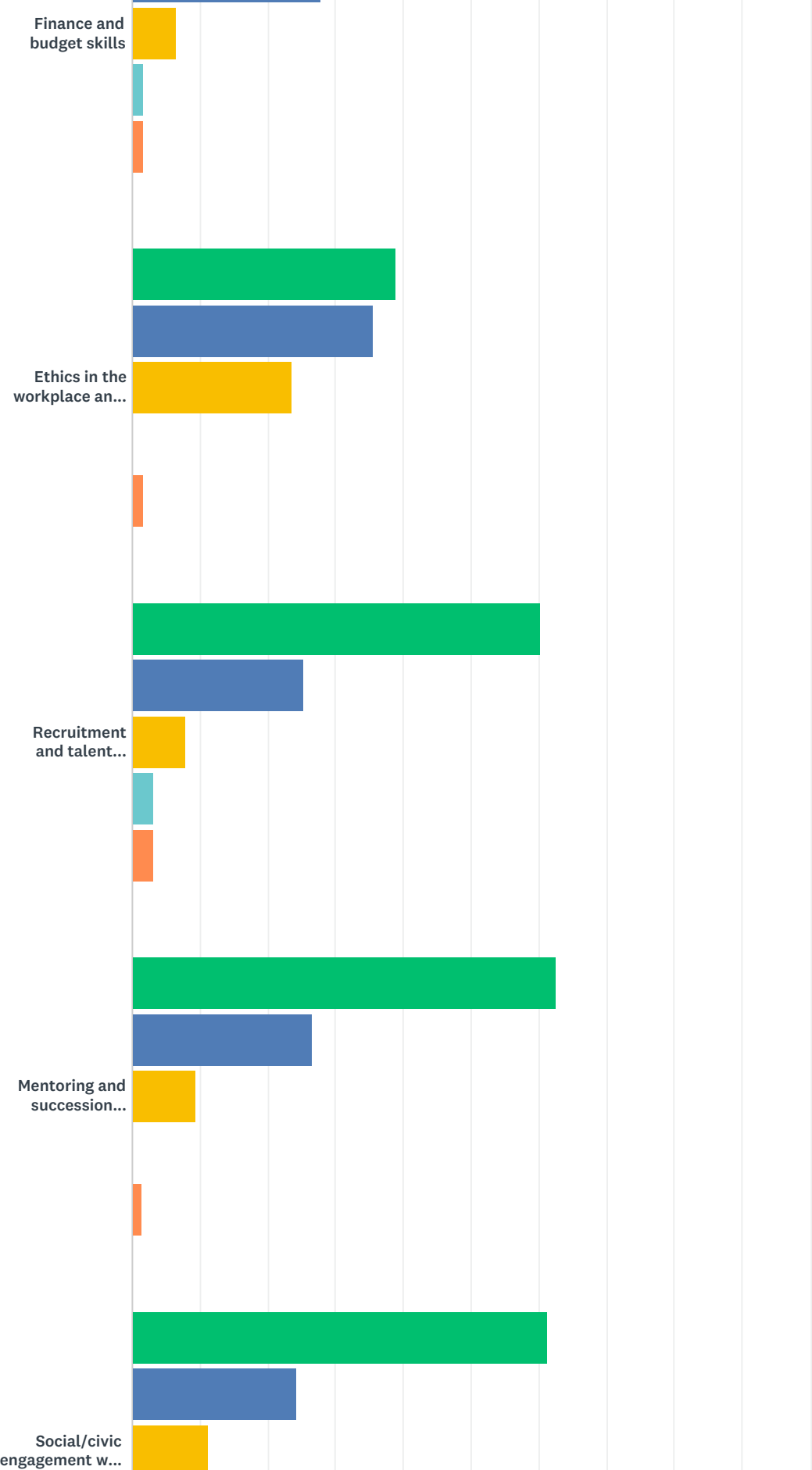
#	OTHER (PLEASE SPECIFY)	DATE
1	Think thank meetings with other municipalities	12/18/2018 11:09 AM

Q4 On a scale of 1 to 5, with 5 being the most important and 1 being the least important, which of the following best practices do you see as relevant to your jurisdiction to address issues of importance to Hispanics/people of color?

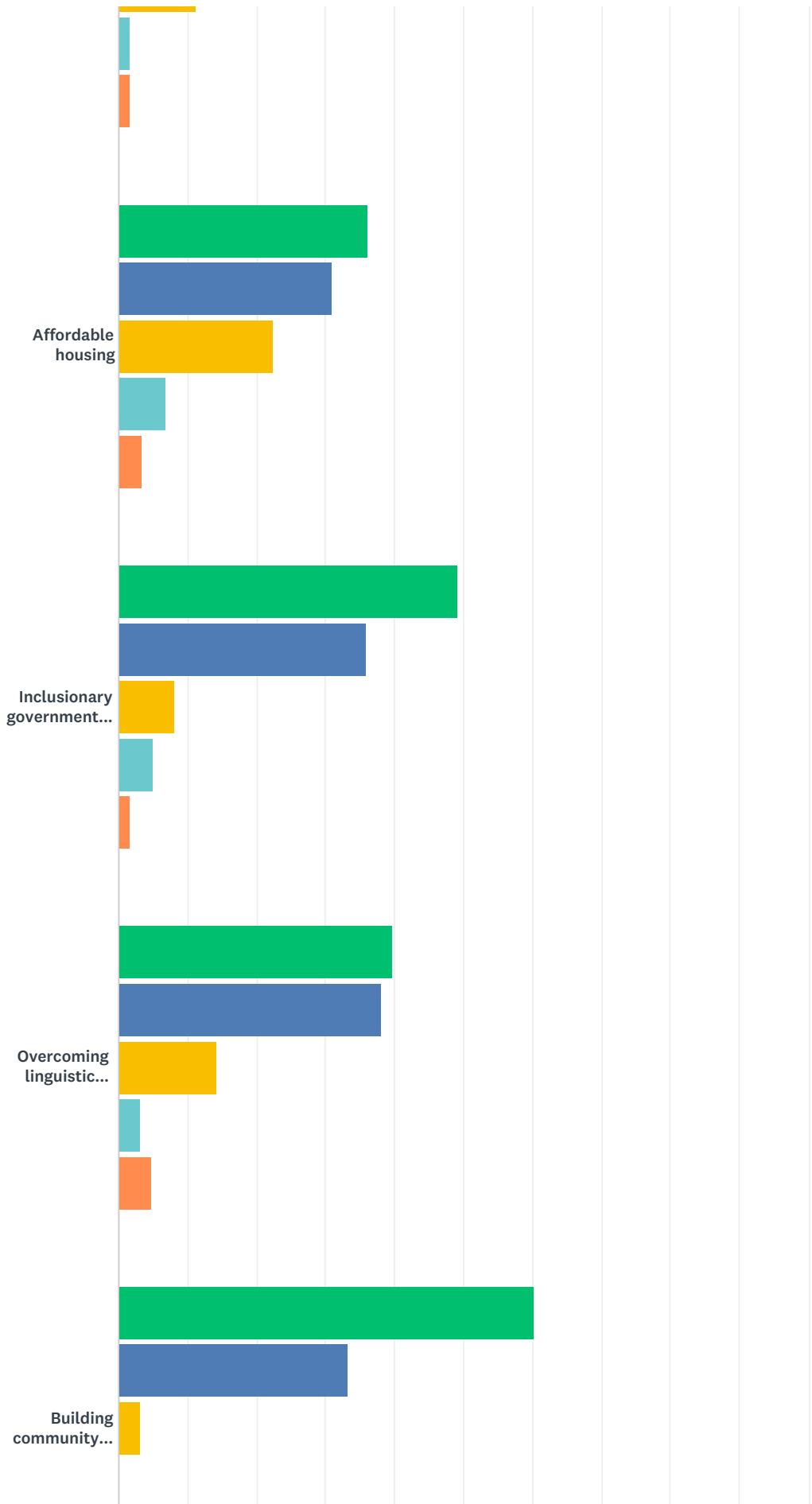
Answered: 65 Skipped: 0



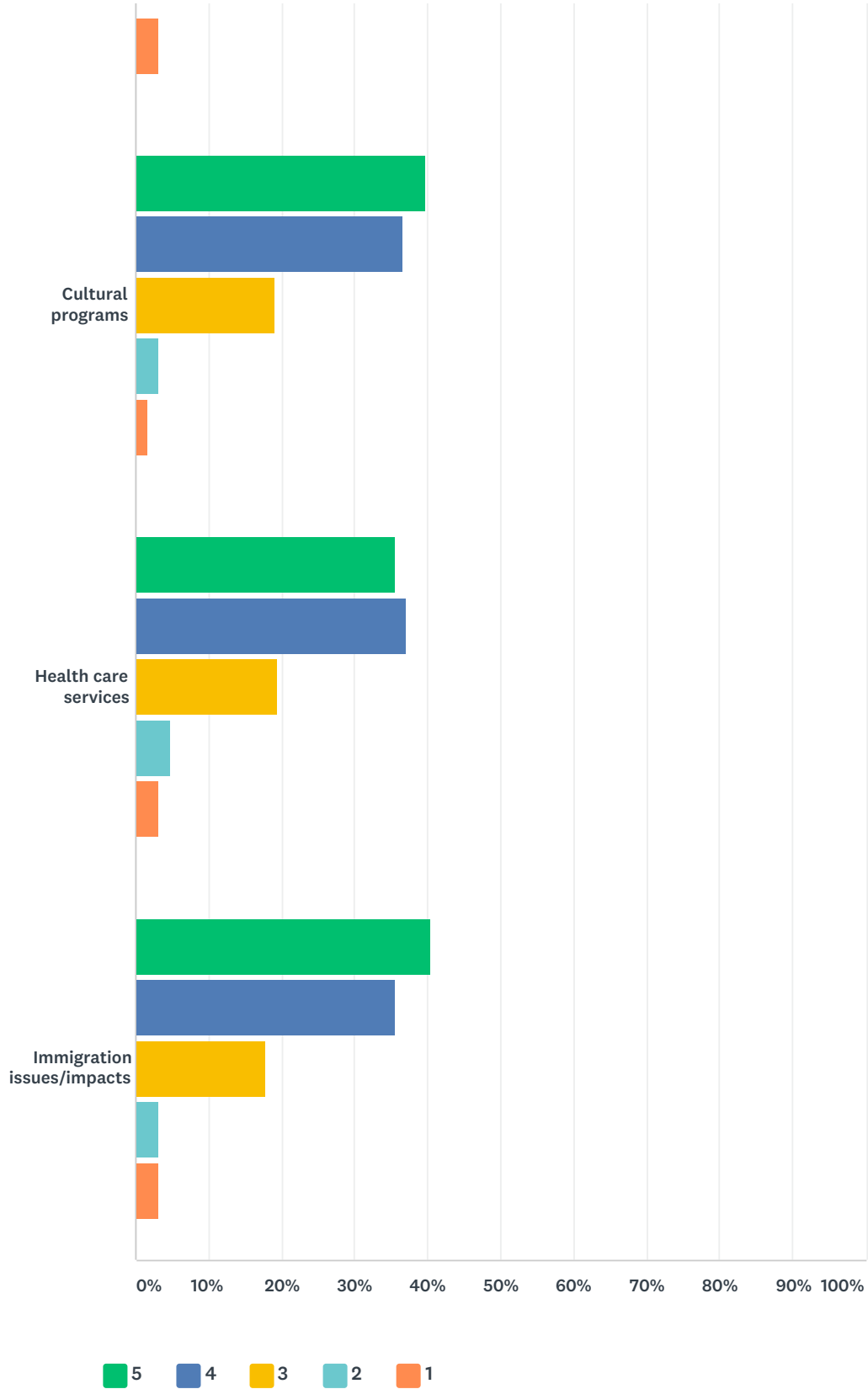
LGHN Professional Development & Best Practices



LGHN Professional Development & Best Practices



LGHN Professional Development & Best Practices



	5	4	3	2	1	TOTAL
Community policing amongst minority populations	45.16%	30.65%	12.90%	4.84%	6.45%	
	28	19	8	3	4	62
Role of local government in literacy programs	27.87%	36.07%	26.23%	6.56%	3.28%	
	17	22	16	4	2	61

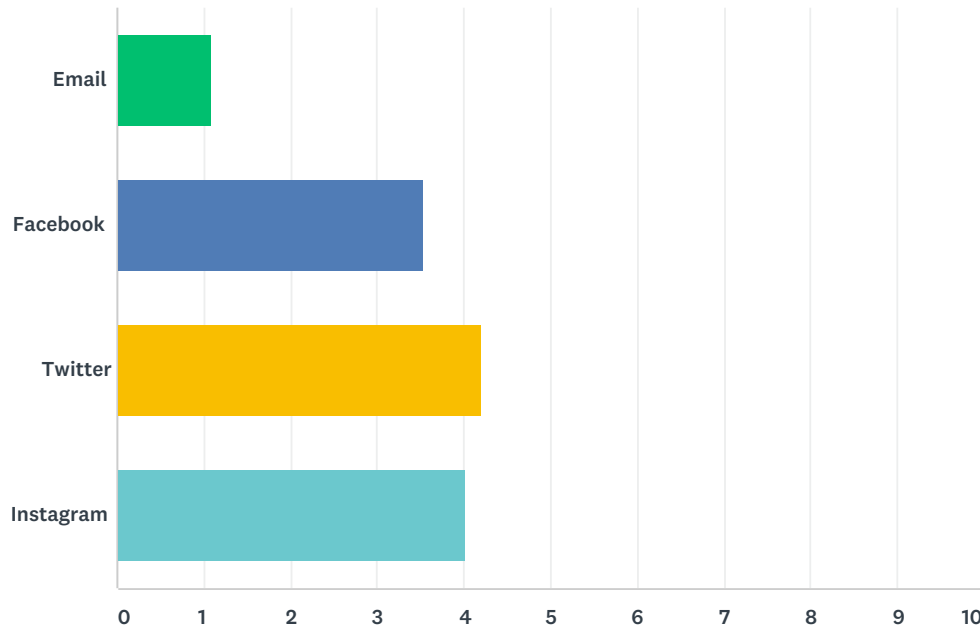
LGHN Professional Development & Best Practices

Economic/business development	43.33% 26	40.00% 24	15.00% 9	0.00% 0	1.67% 1	60
Finance and budget skills	62.30% 38	27.87% 17	6.56% 4	1.64% 1	1.64% 1	61
Ethics in the workplace and in service delivery	38.98% 23	35.59% 21	23.73% 14	0.00% 0	1.69% 1	59
Recruitment and talent management	60.32% 38	25.40% 16	7.94% 5	3.17% 2	3.17% 2	63
Mentoring and succession planning	62.50% 40	26.56% 17	9.38% 6	0.00% 0	1.56% 1	64
Social/civic engagement with minority populations	61.29% 38	24.19% 15	11.29% 7	1.61% 1	1.61% 1	62
Affordable housing	36.21% 21	31.03% 18	22.41% 13	6.90% 4	3.45% 2	58
Inclusionary government practices	49.18% 30	36.07% 22	8.20% 5	4.92% 3	1.64% 1	61
Overcoming linguistic barriers with minority populations	39.68% 25	38.10% 24	14.29% 9	3.17% 2	4.76% 3	63
Building community leadership capacity	60.32% 38	33.33% 21	3.17% 2	0.00% 0	3.17% 2	63
Cultural programs	39.68% 25	36.51% 23	19.05% 12	3.17% 2	1.59% 1	63
Health care services	35.48% 22	37.10% 23	19.35% 12	4.84% 3	3.23% 2	62
Immigration issues/impacts	40.32% 25	35.48% 22	17.74% 11	3.23% 2	3.23% 2	62

#	OTHER (PLEASE SPECIFY)	DATE
1	How to inspire emerging leaders. How to inspire others to act.	12/13/2018 7:27 AM
2	Immigration and policing	11/28/2018 2:35 PM

Q5 On a scale of 1 to 5, with 5 being the most important and 1 being the least important, how do you prefer to receive communications from LGHN?

Answered: 65 Skipped: 0



	5	4	3	2	1	TOTAL	WEIGHTED AVERAGE
Email	93.85% 61	4.62% 3	1.54% 1	0.00% 0	0.00% 0	65	1.08
Facebook	6.78% 4	20.34% 12	22.03% 13	13.56% 8	37.29% 22	59	3.54
Twitter	3.57% 2	1.79% 1	21.43% 12	16.07% 9	57.14% 32	56	4.21
Instagram	5.36% 3	8.93% 5	17.86% 10	14.29% 8	53.57% 30	56	4.02

#	OTHER (PLEASE SPECIFY)	DATE
1	text. what is our facebook page?	12/18/2018 11:09 AM
2	Welfare check on members would be good.	12/13/2018 7:28 AM
3	News letter style email with updates in different areas including an event calendar/list, job opportunities, significant news stories impacting the latino community nationwide etc... Colors, graphics, and photographs also draw attention and would lead to more following.	12/13/2018 7:27 AM

Q6 LGHN has the opportunity to develop program sessions at ICMA, NFBPA, regional LGHN events and other venues. What suggestions do you have for future sessions?

Answered: 33 Skipped: 32

#	RESPONSES	DATE
1	None at this time	12/19/2018 11:21 AM
2	Na	12/18/2018 11:50 AM
3	Community Engagement, young people (k-16) perspective, Inclusion - we are all from one planet...	12/18/2018 11:09 AM
4	More direct mentoring opportunities	12/17/2018 8:41 AM
5	How to prepare for Changing Demographics (Civic Engagement, Service Delivery, Hiring Practices, Diversifying Workforce, Talent Development)	12/13/2018 5:25 PM
6	Work with other professional groups.	12/13/2018 3:30 PM
7	Maybe a session on receiving higher degrees, or higher educational goals	12/13/2018 12:39 PM
8	Mentoring Session or Networking opportunities.	12/13/2018 11:02 AM
9	Career development webinars, networking events	12/13/2018 10:30 AM
10	none	12/13/2018 9:36 AM
11	Cultural Competencies	12/13/2018 8:51 AM
12	I don't have any issues with language barriers or immigration, or know anyone close to me with those issues..what's important to me is to also include "chicano/a" issues..where we have good jobs in the workplace, speak English well, and are professional, but could use help with "sprucing up" our image, body language, and public speaking. To break the glass ceiling. I feel like I'm in the "middle". I'm not considered by society to be a true "American" because I have dark eyes/hair, but I'm not seen as "Mexican" by the Mexican's because I was not born in Mexico and I don't know Spanish. We have been here for 7 generations, and proud of my culture, but I feel "caught in the middle"	12/13/2018 8:42 AM
13	Promote bilingual-bicultural communication	12/13/2018 8:08 AM
14	An event where members have to participate or be active in, like team building activity, so that gives a chance for members to meet other members.	12/13/2018 7:59 AM
15	Something related to being a minority and trying to excel and move into a management role.	12/13/2018 7:38 AM
16	A program for emerging leaders. People just getting into leadership and how to ease their fears of stepping up when the opportunity arises.	12/13/2018 7:27 AM
17	Immigration, literacy, policing, social skills, learning to be effective, all topics to cover at sessions where development is more one-on-one.	12/13/2018 7:23 AM
18	Skills for women in government. Mentorship opportunities.	12/13/2018 7:16 AM
19	Not sure	12/12/2018 4:31 PM
20	Hispanics role in local government	12/10/2018 8:19 AM
21	Continue to provide us with panels that exemplify leaders we can connect with and hear personal success stories. I would also be interested in hearing about how as a local gov employee you can show case yourself and outshine outside competition for leadership roles that come from non-gov backgrounds. Sometimes local gov admin expect that leaders from private industry will do it better and by-pass long time employees who have the inside edge.	12/10/2018 6:46 AM
22	How to network; women in leadership	12/8/2018 7:31 AM
23	None	12/7/2018 3:26 PM

LGHN Professional Development & Best Practices

24	Stories on career paths. How did people get to their executive positions. How to overcome fear of applying for a City Manager position? How do you know you are ready? The importance of maintain a healthy lifestyle while being an executive. The value of setting aside time daily to exercise and eat healthy.	12/7/2018 12:48 PM
25	N/A	12/7/2018 12:39 PM
26	Restoring trust between communities and law enforcement. Understanding the historical trauma and experience of minority groups to move forward.	12/4/2018 8:10 AM
27	I really loved the padrinos and madrinas session and I would love to see these happening on a quarterly basis.	11/30/2018 10:47 AM
28	None at this time	11/28/2018 4:47 PM
29	"Has the City Management Profession Changed for People of Color Over the Last 30 Years" Is the city management profession able to effectuate true social change for people of color. How "white women" became the new minority and did they leap-frog "people of color."	11/28/2018 2:47 PM
30	Programs related to police strategies for engaging immigrant communities	11/28/2018 2:35 PM
31	successes from LGHN member cities	11/28/2018 2:11 PM
32	Collaborating with diverse work groups. Diversity with regards to ethnicity but also generational.	11/28/2018 1:53 PM
33	How to engage staff to further education by more training on being in leadership roles .	11/28/2018 1:50 PM

Q7 Who would you recommend as speakers for future conference sessions and/or regional meetings?

Answered: 32 Skipped: 33

#	RESPONSES	DATE
1	Small business leaders	12/19/2018 11:21 AM
2	Na	12/18/2018 11:50 AM
3	The lawyer who spoke was amazing at the LGHN conference, Robin Reed; Black Chamber, College students, k-6 students	12/18/2018 11:09 AM
4	Council members	12/13/2018 3:30 PM
5	Former Congresswoman Ileana Ros Lehtinen	12/13/2018 2:40 PM
6	not sure	12/13/2018 12:39 PM
7	Marie Lopez Rogers, Milton Dohoney	12/13/2018 11:02 AM
8	n/a	12/13/2018 10:30 AM
9	Patrick Ibarra Patrick@gettingbetteralifetime.com	12/13/2018 9:36 AM
10	None	12/13/2018 8:51 AM
11	People who have thought outside of the box, possibly entrepreneurs..so that we can poke their brain and get ideas on how to succeed beyond government employment and feel confident with taking risks that could have a big payoff in the end. Maybe a list of resources, or mentors, who are willing to answer questions and mentor those of us who are interested in entrepreneurship.	12/13/2018 8:42 AM
12	It would be nice to have Latino activist, which I know we have had in the past and it has been great to hear their story. High level position Latinos to hear what they did to get to where they are. Someone in education to shed more light on how Latinos can get in college with assistance.	12/13/2018 7:59 AM
13	Marcos Tapia, local attorney and very good speaker	12/13/2018 7:28 AM
14	n/a	12/13/2018 7:27 AM
15	Unsure	12/13/2018 7:23 AM
16	More women in leadership roles. City Manager's, Female directors in non-traditional roles.	12/13/2018 7:16 AM
17	Not sure	12/12/2018 4:31 PM
18	Rafael Fernandez de Castro	12/10/2018 8:19 AM
19	Eric Baily and Nicole Lance, I have seen them both present practical and useful workshops.	12/10/2018 6:46 AM
20	n/a	12/8/2018 7:31 AM
21	Corina Madruga, Parks HR Supervisor	12/7/2018 3:26 PM
22	Maria Hurtado of City of Hayward. She can talk about the challenges she faced to get to where she is now. How did she overcome her obstacles.	12/7/2018 12:48 PM
23	N/A	12/7/2018 12:39 PM
24	Leadership book author(s)	12/4/2018 8:10 AM
25	Dolores Huerta	11/30/2018 10:47 AM
26	I really enjoyed Eric Bailey and Nicole Lance as speakers. I thought that adding legislatures to a panel was an extraordinary idea.	11/29/2018 9:49 AM
27	Local and national leaders	11/28/2018 4:47 PM
28	Michelle Alexander, Author of the "New Jim Crow" Alicia Garza, Co-founder of Black Lives Matter Angela Valenzuela, Chicana Studies Professor, UT Austin	11/28/2018 2:47 PM

LGHN Professional Development & Best Practices

29	Police officers and professors	11/28/2018 2:35 PM
30	City Managers who are members of LGHN	11/28/2018 2:11 PM
31	NA	11/28/2018 1:53 PM
32	Business owners, entrepreneurs, city managers	11/28/2018 1:50 PM

Q8 Contact Information

Answered: 37 Skipped: 28

ANSWER CHOICES	RESPONSES	
Name	97.30%	36
Jurisdiction	67.57%	25
Address	83.78%	31
Address 2	10.81%	4
City/Town	89.19%	33
State/Province	91.89%	34
ZIP/Postal Code	86.49%	32
Country	0.00%	0
Email Address	91.89%	34
Phone Number	91.89%	34

#	NAME	DATE
1	Sylvia Chacon	12/19/2018 11:21 AM
2	Abigail E Garcia	12/18/2018 11:50 AM
3	Michelle Pierson	12/18/2018 11:09 AM
4	Frank garcia	12/14/2018 8:26 AM
5	Patricia Zendejas	12/14/2018 7:03 AM
6	Maria Hurtado	12/13/2018 5:25 PM
7	Ramiro Jose Inguanzo	12/13/2018 2:40 PM
8	Kathryn Sonja Boris	12/13/2018 1:41 PM
9	Adria Duarte	12/13/2018 1:41 PM
10	Marleny	12/13/2018 12:39 PM
11	Christina Encinas	12/13/2018 11:02 AM
12	Marianne Maldonado	12/13/2018 9:36 AM
13	Patricia Contreras	12/13/2018 8:51 AM
14	Stephanie Ruelas	12/13/2018 8:42 AM
15	Jesus Portillo	12/13/2018 8:01 AM
16	Yvette Carrola	12/13/2018 7:59 AM
17	David Fierro	12/13/2018 7:28 AM
18	Chris Iñiguez	12/13/2018 7:27 AM
19	Blair Sinay	12/13/2018 7:23 AM
20	Claudia Lujan	12/13/2018 6:15 AM
21	Ellen Bradley-Mak	12/12/2018 4:31 PM
22	Eddy Gomez	12/10/2018 8:19 AM

Joint Committee Chairs Discussion
November 20, 2018

Priorities

1. Keeping the website and social media current
2. Webinar logistics – ability to post and archive on the website
3. Video testimonials
4. Best practices – update and add to the resources
5. Board member commitments to host regional social gatherings to engage members
6. Survey of best practices and professional development (complete)

Social media content suggestions:

1. Outreach to members asking for information about their jurisdictions
2. Best practices – highlight one every 1-2 weeks; Need to make sure the best practices webpage is up-to-date
3. Meet the Madrinas/Padrinos – highlight one every 1-2 weeks
4. Highlight/profile chapters and local government members
5. Issue new call for volunteers for committees
6. Issue announcement on membership renewals
7. Video testimonials – ask members to record on their phone and send in to be placed on Facebook and on website – start with board members

Webinars: explore options for doing our own. Need to be able to archive and keep on website. Options?

Other: November 2 board minutes

Rolando Fernandez asked the board for suggestions to increase LGHN's value based on comments from the conference. Carlos Baia would like to see the LGHN conference sessions replicated on the LGHN website, as well as presenting at other conferences. Samantha Tavares is checking to see which sessions were video taped.

Karen Davis suggested that board members host quarterly sessions, lunches, etc. in their area to keep members engaged and attract new members. She has been asked to meet quarterly with the Portland Metro local government members.

Rolando Fernandez recommended moving forward with partnering with executive recruiters through a "LGHN Conectar Program" to assist LGHN members with seeking career advancement. The program would offer several resources for members:

- An opportunity for members to share and receive feedback on their resumes,
- Place members in a database used by executive recruiters (would need to develop database details), and
- Participate in yearly webinar that provides members an opportunity to hear executive recruiters about interview skills/trends.

Carlos Baia agreed that it would be beneficial to younger professionals. Rolando and Karen will follow up to discuss which firms should be contacted and how they should be approached.

Rolando also asked the program committee to look into annual leadership/executive training programs for Hispanics. LGHN could partner with universities and area local government.

**LGHN Board Retreat
March 1-2, 2019
Evanston, ILL**

Preliminary Schedule

Friday, March 1

Morning Continental Breakfast/Board Retreat Discussions

Noon Lunch

Afternoon Regional Training/Platicas
Regional Networking Reception

Evening Board Dinner

Saturday, March 2

Morning Continental Breakfast/Board Retreat Discussions

Noon Lunch

Afternoon Retreat Wrap-up
Facilitated Review of Management Partners Services

Subject: ICMA Affiliates Discussion - Conference Sessions
Date: Wednesday, January 23, 2019 at 11:36:53 AM Pacific Standard Time
From: Karen Davis
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Priority: High
Attachments: image001.jpg

I wanted to update everyone on the proposed sessions for the ICMA conference. I would like to get your input for potential panelists/moderators for each of the sessions.

- How to Be Family-Friendly in the Workplace.
 - Description: (30 minute presentation format – no more than 2 speakers) Tools and benefits of supporting parents in your organization as a way to encourage professionals/emerging leaders in local government.
- Beyond Diversity: An Inclusive Workforce for 21st Century
 - Description: (60 minute presentation format) Although progress is being made in increasing the number of women and people of color in local government leadership positions, the number of chief executives has made little progress in the past 20 to 30 years. How can emerging leaders prepare early in their career to move into top positions. This session will offer the perspective of those responsible for making hiring decisions within local government jurisdictions, and how those decisions can impact who is the pipeline to step into top positions now and in the future. The viewpoints of a local government manager, executive recruiter and elected official will be presented regarding what they see as emerging trends in management recruitment, the preferred skills/skills professionals need to acquire, talent and professional qualities they are looking for, internal and external factors affecting recruitment, and what can be done to assist women and people of color in achieving leadership positions.
- Open Mind Required: Facing the US Identity Crisis on Immigration
 - Description: Hear real stories of communities dealing with both the challenges and opportunities posed by immigration. Learn strategies you can take back to your communities for dealing with these issues...

In addition, we are also working on two sessions for the NFBPA conference in April. If you have suggestions for speakers, please let me know. The conference will be in Orlando, FL.

- **Inspiring Intentional Inclusion: Women in Government:** In order to serve our communities, we must represent our communities. Since the 1980s, the proportion of female leaders in local government positions has not changed significantly from its original 13% female representation to a disproportionate 87% male. This is only one example of the lack of diversity at the management and executive levels. Header from this panel as they discuss topics such as empowerment, the importance of gender balance leadership, and their personal experiences.
- **Achieving Your Leadership Potential :Thinking Strategically About the Next Steps in Your**

Career: A panel comprised of executive search experts and human resource professionals will provide their perspectives on skills and experiences hiring authorities are looking for in their next leader. The panelists will share information on what influenced a hiring panel decision to hire an individual. This session will be a resource for entry level and mid-managers who want to know what skills and experiences they need to develop as they plan their career and will inform upper level managers what skills and experiences to highlight when interviewing.

Karen

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2018 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.

Rolando Fernandez, Jr., President

Webinars: LGHN partnered with NFBPA and Blacks in Government to create seminars that were presented late 2017 and 2018. The working titles are:

- Ethics in the Workplace
- Skills to Persevere in Adverse Situations
- Moving Up the Ladder without Burning Bridges

Seminars: In March, LGHN partnered with the Miami-Dade City/County Management Association (MDCCMA) and the Florida City/County Management Association (FCCMA) to present a seminar on *Cyber Security: How Vulnerable are Municipal Governments and Why?*

Biennial Conference: The Phoenix Hispanic Network is hosting the 2018 LGHN Biennial Conference October 25-27, 2018: *Transformational Leadership: Honoring the Past, Treasuring the Present, Shaping the Future.*

Practitioners: LGHN, ICMA and NFBPA have contracted with Arizona State University to develop a “white paper” on model practitioner programs that is intended to encourage more practitioners to become involved in university teaching programs and to increase the number of public administration programs that have practitioner programs. The program will involve students in conducting surveys, interviews and writing the paper. Researchers will be invited to present their project at the 2019 ICMA conference in Nashville, be recognized at the LGHN Dinner at the 2019 ICMA conference and have an article featured in PM Magazine.

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ICMA Conference

- LGHN Dinner: Sunday, September 23, 6:30-9:00 pm; featured speaker, Colorado State Senator Dominick Moreno, Lord Baltimore Hotel
- Participation in ICMA Equity Mixer, Sunday September 23, 7:00-9:30/10:00 pm, Convention Center, Camden Lobby and Terrace
- Panel Presentations: LGHN is co-sponsoring two panels at ICMA:
 - Project Implicit: Monday September 24, 2:45-3:45 pm
 - Think Strategically About the Next Steps in Your Career: Tuesday, September 25, 2:00-3:00 pm
- LGHN Booth in the Exhibit Hall, #146

NFBPA Conference: LGHN presented at the 2018 NFBPA conference – “Achieving Your Leadership Potential...Thinking Strategically About the Next Steps in Your Career”

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. The 2018 Awardee is Aubrey Gonzalez, Phoenix, AZ.
- ***Civic Engagement Award*** recognizes individuals and their organizations that represent insightful and sustained change in their communities through inclusive civic engagement practices. The 2018 Awardee is the City of Phoenix “Love Your Block” mini grant program.
- ***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 in the ICMA office with plaques identifies award winners. The 2018 awardee is Severo Esquivel.

2019 Initiatives:

- Expand calendar of events and professional development programs provided by LGHN, ICMA, NFBPA, and other affiliate partners on website
- Webinar professional development programs and archives for ongoing use
- Expansion of Madrinas/Padrinos coaching program
- Enhanced membership directory (searchable, bios, photos, etc.)
- Information network/chat room
- Member recognition on website
- Testimonials on benefits of membership
- Increased social media outreach
- Closer coordination with ICMA university chapters
- PM Magazine articles
- Increase membership through chapter development and targeted regional development
- Partnership with NACA to explore how the two organizations can address issues of mutual concern

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