



LOCAL GOVERNMENT
**HISPANIC
NETWORK**

**Board of Directors Meeting
July 10, 2020**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/84219543472>

Dial by Phone: +1 669 900 6833

+1 929 205 6099 US

Meeting ID: 842 1954 3472

Advancing Excellence and Inclusiveness in Local Government

Agenda

LGHN Board of Directors

Rolando Fernandez
President

Raymond Gonzales
President-Elect

Veronica Briseño
*Immediate
Past President*

Bob Harrison
*Vice President
for Membership*

Samantha Tavares
*Vice President
for Professional
Development*

Claudia Lujan
*Vice President
for Career Advancement*

At-Large Directors

Carlos Baia

Maria DeLeon

Aubrey Gonzalez

Ramiro Inguanzo

Raoul Lavin

Paulina Martinez

Ramiro Salazar

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 June 5, 2020*
2. Board Meeting Attendance Report for 2019/20*
3. Financial Report through June 30, 2020*

C. DISCUSSION: LGHN Annual Meeting – October 15, 2020

D. DISCUSSION: Revisions to LGHN Website

E. DISCUSSION: Future Webinars and Drop-in Calls*

F. INFORMATION/UPDATES: LGHN Goals

1. Membership
2. Fundraising/Scholarship Program
3. Career Advancement Program
 - a) Harness Your Potential Webinars (monthly)
4. Professional Development
 - a) COVID 19 Webinars (bi-monthly)
5. University Partnerships

G. INFORMATION ITEMS

H. Future Board Meeting Agenda Items

1. Quarterly Budget Review (August/November)
2. CY 2021 LGHN Budget Approval (November/December)
3. ICMA Contract with GARE
4. Potential Agreement: NLC | Race, Equity and Leadership Program (TBD)
5. Potential Agreement: Latino Leadership Institute
6. Government Alliance on Race and Equity (TBD)
7. Potential Agreement: National Association of Hispanic Federal Executives
8. Website Tracking
9. Social Media Tracking

I. Adjournment & Future Meeting Dates

1. Friday, August 7 – LGHN Board Meeting
2. Friday, September 11 – LGHN Board Meeting**
3. Friday, October 2 – LGHN Board Meeting
4. October 8-13, 2020 – NFBPA Conference, Austin, TX (Rescheduled)
5. Friday, November 6 – LGHN Board Meeting
6. Friday, December 4 – LGHN Board Meeting

**Revised board meeting date

*Supporting documents provided in board packet



Advancing Hispanic leadership in local government

Board Members Present

Rolando Fernandez, Jr., President
Bob Harrison, Vice President for Membership
Samantha Tavares, Vice President for Professional Dev.
Carlos Baia, At Large Director
Maria DeLeon, At Large Director
Aubrey Gonzalez, At Large Director
Ramiro Inguanzo, At Large Director
Raoul Lavin, At Large Director
Paulina Martinez, At Large Director
Ramiro Salazar, At Large Director
Patricia Martel, Past ICMA President
Maria Hurtado, ICMA Board Liaison
Rod Alcázar, ICMA-RC Liaison

Board Members Absent

Raymond Gonzales, President-Elect
Veronica Briseno, Immediate Past President
Claudia Lujan, Vice President for Career
Advancement

Others Present

Karen Davis, Executive Director

A. Call to Order/Roll Call/Welcome

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

B. Discussion: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of May 1, 2020
2. Board Meeting Attendance Report for 2019/2020
3. Financial Report through May 31, 2020

Maria DeLeon moved to accept the consent agenda. Ramiro Inguanzo seconded the motion. The motion passed unanimously.

C. DISCUSSION/APPROVAL: Renaming Emerging Leader Award to Honor Severo Esquivel

Karen Davis providing background on the request from Tony Ojeda to name an award in honor of Severo Esquivel. Severo was a leader, being the first Hispanic to serve on the ICMA board, his mentorship to young Hispanic local government professionals, especially to female Hispanics, and his role in supporting the establishment of the Hispanic Network. Further outreach was conducted to his colleagues, and in conversation with Ruth Osuna, who expressed concern about have a distinctive award in his name, it was suggested that LGHN rename the emerging leader award to honor his legacy. Bob Harrison moved approval of the change to the Severo Esquivel Emerging Leader Award; Pat Martel seconded the motion; the motion was approved unanimously.

D. DISCUSSION: LGHN 2020 Workplan Update

Karen Davis provided an overview of the revised draft 2020 work plan. The work plan was discussed by members of the Professional Development and Career Advancement committees and board member who attended the meeting. The work plan consists of eight future webinars related to COVID-19 in addition to the four already completed; six remaining career development webinars coordinated with Strategic Government Resources; “drop-in” zoom coaching meetings with Madrinas/Padrinos; future webinars in partnership with ICMA-RC, ICMA and NLC (Race, Equity and Leadership program); and initiate planning the 2021 LGHN biennial conference.

Paulina Martinez asked stipends were available for speakers. Karen said that stipends have not been ruled out, but we would need to get a sponsor to be able to pay.

Samantha Tavares shared the participation statics with the board:

- *Local Government Issues and Resources: approximately 40 – 50 participants*
- *Human Resources on the Front Line: 112 registrations / 80 participants*
- *Economic Development: 80 registrations / 50 participants*
- *Reopening: 116 registrations / 80-90 participants*

The next two webinars are on CARES Act funding and technology. Rolando recommended Austin's CIO for the panel and Raoul recommended Tallahassee's building official who is doing virtual building inspections. For August, the board recommends the session on resilience and a session to be developed on law enforcement issues.

Karen said she would be working with Claudia and the career development committee to brainstorm topics to follow the current SGR webinars.

E. DISCUSSION: LGHN 2021 and 2023 Biennial Conferences

Karen Davis presented the options for scheduling the 2021 conference in Colorado. The conference needs to be approximately three plus weeks before or after the ICMA conference which will be held October 3-6, 2021 in Portland, Oregon. The late October dates are being held for another group. They do not have a signed contract but would have first option on those dates. The main drawback for these dates is the uncertainty of weather and its impact on travel. The other option is September 9-11, 2021, with concerns that some jurisdictions have an October 1 fiscal year and could have budget conflicts plus it is the beginning of the school year and could be a conflict with some families. The board ultimately concurred with the September 9-11, 2021 dates. Karen will move forward with a contract for those dates.

The options for the 2023 conference in Orlando were not available at the meeting. Proposed dates were subsequently provided in early November. The board discussion through emails resulted in selecting the November 1-5, 2023 dates. Karen will follow up with the hotel to get a contract.

F. INFORMATION/UPDATES: LGHN Goals

There were no new updates.

D. INFORMATION ITEMS

Karen Davis announced that Grand Rapids, Michigan metro area has formally been approved as LGHN's first regional chapter. She and Bob Harrison will continue meeting with the representatives to assist with their launch.

Karen provided a calendar for the 2020 LGHN board nominations. Rolando Fernandez asked that when the notice goes out that it should include information about the work LGHN is doing with links for potential candidates to get updated information.

Karen asked the board for input on continuing LGHN's contract with Zoom. The funds are in the budget, but she asked for feedback about the level of satisfaction. The board concurred with continuing the contract.

Karen reminded the board that the July board meeting would be the second Friday because of the July 4th weekend.

An updated board roster was provided to board members in the packet.

E. Good of the Order

Rolando asked board members to provide updates with their work and individual activities.

2019-2020 IHN Board of Directors Board Meeting Attendance

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		Absent	Phone	Present	Absent	Present	Absent	Present	Absent	Present	Absent	Absent
Maria Hurtado		Absent	Present	Present	Absent	Absent	Absent	Present	Present	Present	Present	Absent
Rolando Fernandez		Present	Present	Present	Present	Present	Present	Present	Present	Present	Present	Present
Raymond Gonzales		Absent	Present	Absent	Present	Absent	Present	Absent	Present	Present	Present	Absent
Carlos Baia		Present	Absent	Present	Present	Absent	Absent	Present	Present	Present	Present	Present
Maria De Leon		Present	Absent	Absent	Absent	Present	Absent	Present	Present	Present	Present	Present
Bob Harrison		Absent	Phone	Absent	Present	Present	Present	Absent	Absent	Absent	Present	Present
Ramiro Inguanzo		Present	Phone	Absent	Present	Absent	Absent	Absent	Absent	Absent	Present	Present
Claudia Lujan		Absent	Present	Present	Present	Absent	Present	Absent	Present	Present	Present	Present
Pat Martel		Present	Phone	Absent	Present	Absent	Present	Present	Absent	Present	Absent	Present
Paulina Martinez		Present	Present	Present	Present	Present	Present	Absent	Absent	Present	Present	Present
Samantha Tavares		Present	Absent	Present	Present	Present	Present	Absent	Present	Absent	Present	Present
James Vega		Absent	Absent	Absent	Present	Absent	Absent	Absent	Absent	Absent	Absent	Absent
Aubrey Gonzalez						Absent	Present	Present	Present	Present	Present	Present
Ramiro Salazar						Present	Absent	Present	Present	Absent	Present	Absent

Name	Jan 2020	Feb 2020	Mar 2020	April 2020	May 2020	June 2020	July 2020	Aug 2020	Sept 2020	Annual Meeting Oct 2020	Nov 2020	Dec 2020
Veronica Briseño	Present	Present	Absent	Present	Present	Absent						
Rolando Fernandez	Present	Present	Present	Present	Present	Present						
Raymond Gonzales	Absent	Present	Absent	Present	Present	Absent						
Carlos Baia	Absent	Present	Present	Present	Present	Present						
Raoul Lavin					Present	Present						
Maria De Leon	Present	Absent	Present	Absent	Present	Present						
Bob Harrison	Present	Present	Present	Present	Present	Present						
Ramiro Inguanzo	Absent	Absent	Present	Absent	Present	Present						
Claudia Lujan	Absent	Present	Absent	Present	Present	Absent						
Pat Martel	Absent	Absent	Present	Present	Absent	Present						
Paulina Martinez	Present	Absent	Present	Present	Present	Present						
Samantha Tavares	Present	Present	Absent	Present	Present	Present						
James Vega	Absent	Absent	Absent									
Aubrey Gonzalez	Absent	Present	Present	Present	Present	Present						
Ramiro Salazar	Present	Present	Present	Absent	Present	Present						
Maria Hurtado	Present	Absent	Absent	Absent	Absent	Present						

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

Local Government Hispanic Network
Profit and Loss
January - June, 2020

	Total
Income	
Direct Public Support	
Corporate Support	50,000.00
Individual Support	50.00
Scholarship	500.00
Total Direct Public Support	\$ 50,55
Other Types of Income	
Advertising Sales	9,142.05
Miscellaneous Revenue	455.73
Total Other Types of Income	\$ 9,59
Program Income	
LGHN Dinner Registrations	750.00
LGHN Dinner Sponsorships	2,000.00
Membership Dues	
Chapters	6,500.00
Corporate	1,100.00
Individual	3,464.48
Local Government	11,250.00
Total Membership Dues	\$ 22,31
Total Program Income	\$ 25,06
Total Income	\$ 85,21
Gross Profit	\$ 85,21
Expenses	
Business Expenses	
Business Registration Fees	5.00
PayPal Fees	637.67
Total Business Expenses	\$ 64
Contract Services	
Accounting Fees	850.00
Outside Contract Services	31,838.50
Total Contract Services	\$ 32,68
Operations	
Computer Software	301.74
Telephone, Telecommunications	1,714.18
Website	3,545.00
Total Operations	\$ 5,56
Other Types of Expenses	
Contributions	100.00
Insurance - Liability, D and O	888.00
Program Activities	
Catering	2,168.41
Facility Rental	5,500.00
Printing/Copy	931.16
Total Program Activities	\$ 8,59
Total Other Types of Expenses	\$ 9,58
Unapplied Cash Bill Payment Expense	0.00
Total Expenses	\$ 48,47
Net Operating Income	\$ 36,73
Net Income	\$ 36,73

checking account balance as of 6/30/20

\$94,462.50

Update on LGHN Programs

Future COVID 19-Related Webinars

1. Policing – TBD (August)

2. Webinar Series: Resilience and Regeneration: Mentally Surviving During A Pandemic

It goes without saying: this is a difficult time for everyone. Many of us are experiencing increased feelings of anxiety, powerlessness, impatience, or frustration. There may also be fear or concern about scarcity, or concerns about increased stigmatization or xenophobia. The feeling of uncertainty about the future is prevalent. Join us as we discuss how to navigate these emotions and tips from professionals of how to be resilient during this pandemic. LGHN will host this webinar on **XXday, XX XX, 2020 at XX a.m.** **There is no cost for participation. Participation is limited to 100 people.**

When: XX XX, 2020 XXAM Pacific Time

Topic: Resilience and Regeneration: Mentally Surviving During A Pandemic

Moderator: *Claudia Lujan*

Panelists: *Christina Chacon, On-site Wellness Consultant, El Paso*

Joyce Marter, Urban Balance, IL

TBD

TBD

3. Webinar Series: Books on Books on Books: How Libraries Expand Their Reach During COVID-19

Libraries across the country have pivoted to new/improved ways of offering services to the public. When their doors closed abruptly, libraries stepped up their digital communications, collaborations, and creative activity. Join LGHN as we discuss how libraries are feeding the hungry, lending 3-D printers to create PPE, providing 24/7 Wi-Fi access and hotspots, and keeping people productive, safe, healthy, informed and connected. LGHN will host this webinar on **XXday, XX XX, 2020 at XX a.m.** **There is no cost for participation. Participation is limited to 100 people.**

When: June XX, 2020 XXAM Pacific Time

Topic: Books on Books on Books: How Libraries Expand Their Reach During COVID-19

Moderator: *Ramiro Salazar*

Panelists: *Miguel Ruiz or Mariana Bojorquez, Evanston Public Library*

TBD

TBD

TBD

Note from Aubrey: City of Phoenix librarians helped make cloth masks and comfort clips with 3D printers. If there is interest in a panelist from Phoenix, I can inquire with our City Librarian.

4. Webinar Series: Adapting Work-Life Balance in the Changing Educational Environment

Due to the coronavirus, homes have become ground zero for work and for children's education. Parents working from home must balance their need to continue to work with their children's need to continue their learning. How and when workers will be able to return to the workplace is linked to meeting the needs of their children- both in the schools and childcare. Additionally, the school closings have turned a spotlight on finance and resource disparities between districts, schools and individual students and how this contributes to educational and income inequality in the nation. The idea is that this is to be a continued learning process. What will the education system look like as we begin to emerge from the pandemic and how will it affect parent's ability to focus on their work and service delivery. LGHN will host this webinar on **XXday, XX XX 2020 at XX a.m.** **There is no cost for participation. Participation is limited to 100 people.**

When: XX XX, 2020 XXAM Pacific Time (US and Canada)

Topic: Balancing Workplace and Educational Priorities

Moderator: *(working with NACA to identify a county with education oversight)*

Panelists: *County Rep with School Oversight*

School Superintendent

Teacher

Local Government Rep

5. Webinar Series: Creative Service Delivery in the Time of COVID-19 (Maria)

When local government recovery begins during the pandemic, what services will continue in communities and what will those service look like? Who in the organization will be responsible for overseeing service delivery? What skill sets will be most valuable to the organization? Staff may find themselves having to wear multiple hats and prove their ability to problem solve and adapt programs in real time. Learn from service providers in various roles how they envision the future of service delivery. LGHN will host this webinar on **XXday, XX XX 2020 at XX a.m.** **There is no cost for participation. Participation is limited to 100 people.**

When: XX XX, 2020 XXAM Pacific Time (US and Canada)

Topic: Creative Service Delivery

Moderator: *Maria DeLeon*

Panelists: *Kimberly Richardson, City of Evanston*

TBD

TBD

TBD

6. Webinar Series: Conducting the US Census in the Time of COVID-19

The Census Bureau has the difficult task of achieving a complete, accurate and fair count of the US population while protecting the health of census workers and the public. An accurate count is vital to the election process and to states and local governments that receive funding based on the census data. What are communities doing to encourage residents to comply with the census process? The coronavirus hits minority communities especially hard. That, along with the fear generated by immigration fears make the process even more challenging to avoid serious undercounting. LGHN will host this webinar on **XXday, XX XXday, 2020 at XX a.m.** **There is no cost for participation. Participation is limited to 100 people.**

When: XX XX, 2020 XXAM Pacific Time (US and Canada)

Topic: US Census

Moderator: *Albert Santana, PHN (confirmed)*

Panelists: *Vilcia Rodriguez, Jan Jose (confirmed);*

Arturo Vargas, NALEO

Dr. Benavides, NTU or other scholar on statistics

TB

Continuing Career Development Webinars

1. Parts 1 through 9 completed. Recorded webinars in process of putting on website.
2. Servant Leadership: The Importance of Nurturing Healthy Relationships
 - Scheduled: August 12, 2020, 1-1:30pm EST
 - Part 10 of this webinar series will highlight the importance of nurturing healthy relationships and will provide insight into how to successfully develop your relationships.
 - Featuring: Mike Mowery, President of Servant Leadership Implementation at SGR
3. Servant Leadership: Leading Change & Executing with Excellence
 - Scheduled: September 10, 2020, 1-1:30pm EST
 - Part 11 in this webinar series will examine how a servant leader initiates change and inspires teams to execute with excellence, all while maintaining healthy relationships among their colleagues.
 - Featuring: Mike Mowery, President of Servant Leadership Implementation at SGR
4. Readers are Leaders: Finding the Time to Grow Your Mind
 - Scheduled: October 6, 2020, 1-1:30pm EST
 - Part 12 in this webinar series will provide an overview of some helpful and inspiring books best suited for developing leaders.
 - Featuring: Mike Mowery, President of Servant Leadership Implementation at SGR

Madrinas/Padrinos Drop-in Calls

Suggestions?

-
-
-
-
-

Other

1. **The Two Pandemics: Systemic Racism and COVID-19**

This 90-minute webinar will feature subject matter experts from local government who will share information on the disparate impact of COVID-19 on **BIPOC*** communities and the longstanding racial disparities that have led to systemic and structural inequity.

**Black, Indigenous, and People of Color*

Key Takeaways:

- A better **understanding** of the historical context and the underlying causes of health disparities for BIPOC
- How to start and sustain a productive **conversation** within your organization
- How to move beyond conversation to **action**

This collaborative event has been coordinated by:

International City/County Management Association (ICMA)

Local Government Hispanic Network (LGHN)

National Forum for Black Public Administrators (NFBPA)

National League of Cities: Race, Equity And Leadership (NLC REAL)

International Network of Asian Pacific Administrators (I-NAPA)

National Association of County Administrators (NACA)

2. **Financial Planning Basics for Financial Wellness (with ICMA-RC) – July 23rd**

Do You Have a Tailored Financial Plan in Place? Everyone can benefit from a financial plan that is tailored to individual needs and circumstances. A financial roadmap can motivate you to save money, help you meet your financial goals, and improve your overall financial security now and in the future.

These difficult times emphasize the importance of financial planning and personal economic security. The reality of the local government profession is that everyone is subject to layoffs, furloughs and dismissals throughout your career. Amid the current talk of furloughs and layoffs, young professionals are wondering if and how they can continue to build their financial security? How important is it to contribute to your future retirement?

LGHN, NFBPA and I-NAPA are partnering with ICMA-RC for a webinar on financial planning basics presented by certified financial planners, followed by a roundtable discussion with seasoned professionals who will share their experiences with financial planning, layoffs and how they managed through it.