



Advancing Excellence and Inclusiveness in Local Government

Agenda
April 1, 2022
9:00 am PT/noon ET

LGHN Board of Directors

Raymond Gonzales

President

Samantha Tavares

President-Elect

Rolando Fernandez

Immediate Past

President

Bob Harrison

Vice President

for Membership

Ramiro Inguanzo

Vice President for

Professional Development

Gricelda Estrada

Vice President for

Career Advancement

At-Large Directors

Carlos Baia

Past ICMA

Board Member

Noel Bernal

Mariana Bojorquez

Maria DeLeon

Raoul Lavin

Ramón Pérez-Goizueta

Matt Rivera

Ramiro Salazar

Marcus Steele

Victor Cardenas

ICMA Board Liaison

Orlando Cruz

ICMA-RC Liaison

Gabe Rodriguez

NACA Liaison

A. Call to Order/Roll Call/Welcome

B. APPROVAL: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of March 4, 2022*
2. Board Meeting Attendance Report for 2021/2022*
3. Financial Report through March 31, 2022*
4. International committee requested Board approval on March 11, 2022, via email to waive LGHN's membership fees for any new Puerto Rico members in 2022. Motion unanimously approved by the Board via email.

C. DISCUSSION/APPROVAL

1. Board member resignation – Maria De Leon*
2. Approve Board member nomination form and direct staff to call for nominations*

D. DISCUSSION:

1. Review and discuss committee updates*
2. LGHN presenters GFOA annual conference in Austin, TX June 2022
3. Virtual ICMA conference July 27 and 28 on diversity, equity and inclusion (two sessions hosted by LGHN)

E. Information Items

1. Board Donations to Scholarship Fund (\$250 suggested; can give annually or monthly by check, credit card, or PayPal at <https://lghn.org/donate/>)

F. Future Board Meeting Agenda Items

1. Topics for PM Magazine
2. Potential Agreement: Latino Leadership Institute

G. Adjournment & Future Meeting Dates

1. *March 30-April 3, 2022 – NFBPA Forum 2022, Grand Rapids, MI (Gricelda Estrada moderating)*
2. *April 4–6, 2022 - Experiencia Puerto Rico, San Juan, PR*
3. *Friday, May 6, 2022 – LGHN Board Meeting*
4. *May 24, 2022 – Madrinas y Padrinos Training/Check-in Meeting*
5. *Friday, June 3, 2022 – LGHN Board Meeting*
6. *June 3-June 8, 2022 – GFOA Annual Conference, Austin, TX*
7. *June 20-23, 2022 – NFBPA Quarterly Board Meeting*
8. *Friday, July 8, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with July 4th weekend)*
9. *Friday, August 5, 2022 – LGHN Board Meeting*
10. *Friday, September 9, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with Labor Day)*

*Supporting documents provided in board packet

11. *September 18-21, 2022 – ICMA Annual Conference, Columbus, OH*
12. *Sunday, September 19, 2022 – LGHN Annual Dinner, Le Meridian, Columbus, OH
6:00 to 9:00 pm*
13. *October 6-8, 2022 – LGHN Board Retreat and Annual Membership Meeting,
Chicago, IL (Collaborating with GFOA and SGR to develop sessions)*
14. *October 2022 – NFBPA Emerge Conference, Atlanta, GA*
15. *Friday, November 4, 2022 – LGHN Board Meeting*
16. *Friday, December 2, 2022 – LGHN Board Meeting*
17. *Friday, January 6, 2023 – LGHN Board Meeting*



Board Meeting Summary of March 4, 2022

Board Members in Attendance: Raymond Gonzales (President), Samantha Tavares (President-Elect), Rolando Fernandez (Past-President), Ramón Pérez-Goizueta, Gabriel Rodriguez, Noel Bernal, Bob Harrison, Ramiro Inguanzo, Carlos Baia, Victor Cardenas, Maria De Leon, Raoul Lavin, Matt Rivera, Marcus Steele, Mariana Bojorquez, and Orlando Cruz with MissionSquare

Absent: Gricelda Estrada, Ramiro Salazar, and Robert Donnan with ICMA

LGHN Staff: Christine Butterfield and Karen Davis

A. Call to Order/Roll Call/Welcome

Raymond Gonzales called the meeting to order at 9:03 am PT.

B. APPROVAL: Consent Agenda – Receive and Approve

1. Minutes for Board Meeting of February 4, 2022*
2. Board Meeting Attendance Report for 2021/2022*
3. Financial Report through February 28, 2022*

Motion to approve by Rolando Fernandez

Seconded by Bob Harrison

Unanimously approved

C. DISCUSSION:

1. Review and discuss committee updates *

Staff presented the and the Board reviewed the committee updates.

2. Puerto Rico LGHN delegation deliverables/outcomes

Raymond Gonzales directed the International Committee members that plan to travel to the conference that their charge is to establish and LGHN chapter in Puerto Rico

D. DISCUSSION:

1. Consider development of LGHN's diversity, inclusion, equity, and anti-harassment policies

Raymond Gonzales invited the Board to consider drafting new policies and asked for volunteers to assist with the drafting. Noel Bernal, off Ramón Pérez-Goizueta, and Gabriel Rodriguez volunteered to draft new policies for the Board's review in May.

E. Information Items

1. Board Donations to Scholarship Fund (\$250 suggested; can give annually or monthly by check, credit card, or PayPal at <https://lghn.org/donate/>)

F. Future Board Meeting Agenda Items

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2. Potential Agreement: Latino Leadership Institute



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2. *Friday, April 1, 2022 – LGHN Board Meeting*
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4. *March 24, 2022 – Madrinas y Padrinos Training/Check in Meeting*
5. *Friday, June 3, 2022 – LGHN Board Meeting*
6. *June 5-June 8, 2022 – GFOA Annual Conference, Austin, TX*
7. *June 20-23, 2022 – NFBPA Quarterly Board Meeting*
8. *Friday, July 8, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with July 4th weekend)*

Raymond Gonzales adjourned the meeting at about 9:45 am PT.

Local Government Hispanic Network
Budget vs. Actuals: FY_2022
 January - December 2022

	Total			
	Actual	Budget	over Budget	% of Budget
Income				
43400 Direct Public Support			0.00	
43455 Corporate Support	42,500.00	65,000.00	-22,500.00	65.38%
43457 Scholarship	1,330.00		1,330.00	
Total 43400 Direct Public Support	\$ 43,830.00	\$ 65,000.00	-\$ 21,170.00	67.43%
46400 Other Types of Income			0.00	
46410 Advertising Sales	20,650.00	75,000.00	-54,350.00	27.53%
46430 Miscellaneous Revenue		475.00	-475.00	0.00%
Total 46400 Other Types of Income	\$ 20,650.00	\$ 75,475.00	-\$ 54,825.00	27.36%
47200 Program Income			0.00	
47230 Membership Dues			0.00	
47231 Chapters	11,075.00	40,500.00	-29,425.00	27.35%
47232 Corporate	1,200.00	2,000.00	-800.00	60.00%
47233 Individual	2,780.00	4,500.00	-1,720.00	61.78%
47234 Local Government	15,750.00	20,000.00	-4,250.00	78.75%
Total 47230 Membership Dues	\$ 30,805.00	\$ 67,000.00	-\$ 36,195.00	45.98%
47270 LGHN Dinner Registrations		4,000.00	-4,000.00	0.00%
47271 LGHN Dinner Sponsorships		1,000.00	-1,000.00	0.00%
Total 47200 Program Income	\$ 30,805.00	\$ 72,000.00	-\$ 41,195.00	42.78%
49000 Special Events Income			0.00	
49010 Special Events Contributions		2,500.00	-2,500.00	0.00%
Total 49000 Special Events Income	\$ 0.00	\$ 2,500.00	-\$ 2,500.00	0.00%
Unapplied Cash Payment Income	0.00		0.00	
Total Income	\$ 95,285.00	\$ 214,975.00	-\$ 119,690.00	44.32%
Gross Profit	\$ 95,285.00	\$ 214,975.00	-\$ 119,690.00	44.32%
Expenses				
60900 Business Expenses			0.00	
60920 Business Registration Fees	15.41	100.00	-84.59	15.41%
60930 Constant Contact		250.00	-250.00	0.00%
60960 PayPal / Stripe Fees	1,024.86	2,100.00	-1,075.14	48.80%
Total 60900 Business Expenses	\$ 1,040.27	\$ 2,450.00	-\$ 1,409.73	42.46%
62100 Contract Services			0.00	
62110 Accounting Fees		1,100.00	-1,100.00	0.00%
62150 Outside Contract Services	37,562.25	100,000.00	-62,437.75	37.56%
Total 62100 Contract Services	\$ 37,562.25	\$ 101,100.00	-\$ 63,537.75	37.15%
65000 Operations			0.00	
65020 Postage, Mailing Service	143.64	50.00	93.64	287.28%
65030 Printing and Copying	58.73	250.00	-191.27	23.49%
65040 Supplies		50.00	-50.00	0.00%
65050 Telephone, Telecommunications	143.01	2,050.00	-1,906.99	6.98%
65060 Website	2,978.98	12,000.00	-9,021.02	24.82%

Computer Software	198.36	1,000.00	-801.64	19.84%
Total 65000 Operations	\$ 3,522.72	\$ 15,400.00	-\$ 11,877.28	22.87%
65100 Other Types of Expenses			0.00	
65110 Advertising/Marketing Expenses		4,000.00	-4,000.00	0.00%
65120 Insurance - Liability, D and O	905.00	900.00	5.00	100.56%
65140 Contributions	1,500.00	6,000.00	-4,500.00	25.00%
65160 Other Costs	93.47	500.00	-406.53	18.69%
65180 Special Events		5,000.00	-5,000.00	0.00%
65185 Program Activities			0.00	
Catering	4,000.00	12,000.00	-8,000.00	33.33%
Other Costs		100.00	-100.00	0.00%
Postage/Shipping		500.00	-500.00	0.00%
Printing/Copy		250.00	-250.00	0.00%
Stipends and Speaker Fees		500.00	-500.00	0.00%
Total 65185 Program Activities	\$ 4,000.00	\$ 13,350.00	-\$ 9,350.00	29.96%
65190 Special Projects		5,000.00	-5,000.00	0.00%
Board of Directors Retreat			0.00	
Retreat		1,500.00	-1,500.00	0.00%
Total Board of Directors Retreat	\$ 0.00	\$ 1,500.00	-\$ 1,500.00	0.00%
Total 65100 Other Types of Expenses	\$ 6,498.47	\$ 36,250.00	-\$ 29,751.53	17.93%
68300 Travel and Meetings			0.00	
68310 Conf, Conv, Meeting-Nat'l		5,000.00	-5,000.00	0.00%
68320 Meeting Travel-Reg'l		1,000.00	-1,000.00	0.00%
Total 68300 Travel and Meetings	\$ 0.00	\$ 6,000.00	-\$ 6,000.00	0.00%
Total Expenses	\$ 48,623.71	\$ 161,200.00	-\$ 112,576.29	30.16%
Net Operating Income	\$ 46,661.29	\$ 53,775.00	-\$ 7,113.71	86.77%
Net Income	\$ 46,661.29	\$ 53,775.00	-\$ 7,113.71	86.77%

Tuesday, Mar 29, 2022 12:49:22 PM GMT-7 - Cash Basis

Local Government Hispanic Network Account List

Account #	Account	Balance
10000	US Bank - checking	123,675.69
	US Bank - checking:Conference Cash AHLN	6,639.28
	US Bank - checking:Frances Gonzalez Scholarship	12,826.12
	US Bank - checking:Joel Valdez	428.03
	US Bank - checking:LGHN Conference	24,649.21
	US Bank - checking:Operating Cash	55,787.70
	US Bank - checking:Operating Reserves	23,345.35



LGHN Board Resignation

De Leon, Maria <Maria.DeLeon@sanjoseca.gov>

Fri 3/18/2022 10:47 AM

To:

- Karen Davis;
- Christine Butterfield

Good Morning,

It is with much regret that I am writing to inform you of my decision to resign from my position on the Local Government Hispanic Network (LGHN) Board of Directors effective immediately. My commitments and job expectations from my new for the City of San Jose have become too great for me to be able to fulfill the requirements of an LGHN board member. I feel it is best for me to make room for someone else with the time and energy to devote to this board effort. Additionally, starting in April, I will be leading weekly staff meetings every Friday morning, which directly conflict with the scheduled LGHN monthly Friday 9:00am meetings.

It's been a pleasure and honor to be a part of the LGHN board. I am so proud of everything that has been accomplished these past several years. I have no doubt that LGHN will continue with these successes. If I can be of any assistance in the future, please don't hesitate to ask. You have my contact information. Thank you and I wish both of you and LGHN board continued success!

Maria De Leon | Deputy Director

Recreation Division

Parks, Recreation and Neighborhood Services

City Hall | P. (408) 795-3116

200 E. Santa Clara St. 9th Floor, San Jose, CA 95113

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LGHN Board Vacancy and Call for Applicants

Board of Directors Election Process and Application

Nomination Process

The LGHN board currently has a vacancy for one at-large position that expires in 2023.

The LGHN Board of Directors consists of a six-member executive committee and nine-member at-large board member seats. Active members meeting the requirements of full membership are eligible to serve on the board. The privilege of holding office is limited to full members who are actively employed as local government professionals or nonprofits who work directly with local government jurisdictions supporting/augmenting local government programs and current in LGHN membership dues. At-large board members are elected for two-year staggered terms.

In accordance with the LGHN bylaws, vacancies of at-large directors shall be filled by the board of directors. In addition, the board appointment will have to be approved as part of the 2022 election process and then run again in 2023 for a two-year term. The nominations committee shall be convened to request nominations from the membership for the vacant position(s).

Board of Director Responsibilities

Responsibilities of LGHN board members include (but not limited to):

- *Attend at least 9 of 12 board meetings (first Friday of the month), including the board retreat.*
- *Mentor new board members.*
- *Participate in established and special committees.*
- *Identify opportunities for fund development.*
- *Contribute annually to the LGHN scholarship fund (\$250 suggested).*
- *Serve as a coach for the Madrinas y Padrinos program.*
- *Pay annual board dues of \$250 or through local government membership or chapter membership*
- *Assist and attend conferences, regional workshops/seminars and LGHN webinars.*

How to Apply

Candidates must return a completed application form to Christine Butterfield at cbutterfield@LGHN.org by Monday, April 18, 2022. The application provides the board/nominating committee with general background on all candidates for the board vacancy. The board will consider the applications at their May 6, 2022 meeting.



**Application Form
2022 LGHN Board of Directors
At-Large Director Vacancy
DUE: April 18, 2022**

Name: _____

Title: _____

Organization: _____

Please answer the following questions:

Are you a LGHN member?

Yes

No

The mission of LGHN is to support the professional development of Hispanics/Latinos in local government to enable them to achieve leadership positions through skills development and confidence building; and to assist all managers with providing responsive services and cultural literacy.

How would you help fulfill this mission while serving on the board?

Why are you interested in serving as a member of the LGHN board?

What contributions can you bring to the LGHN board of directors?

In what way have you been an active member in LGHN?

Email your completed form no later than Friday, April 18, 2022 to:
Christine Butterfield | Executive Director | cbutterfield@LGHN.org



LGHN Committee Work Plan and Updates Board of Director's Meeting April 2022

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
<p>A. Executive Committee Chair - Raymond Gonzales – <i>Staff support from Christine</i></p> <ol style="list-style-type: none"> 1. LGHN values and process to confirm alignment by third-party contractors 2. Explore partnerships with other organizations and build relationships 3. Better define relationships with and opportunities for participating in programs offered by LGHN affiliates (NFBPA, I-NAPA, NACA, GFOA). 4. Create a master calendar of affiliate activities. 5. Review terms of ICMA affiliate agreement and establish expectations of ICMA 6. Set time and develop agenda for leadership meeting with ICMA 7. Update Board commitment forms 8. Recommendations for <i>emerging leaders award</i> <ul style="list-style-type: none"> • Regular meeting: As needed basis 	<ul style="list-style-type: none"> • Review and update values and mission statement (at the fall 2022 Board retreat) • Better define LGHN relationship with affiliates and invite the presidents of each organization and establish a regular meeting to catalyze collaborative efforts (Bob, Ray, and Ramiro) • Create a plan including key messages to meet with ICMA leaders spring 2022 and at the conference 9/17-22/22 • Collaborate with ICMA to create master calendar • Victor will work with the ICMA Board regarding commitments to LGHN • Review the Board commitments 2/22 meeting 	<ol style="list-style-type: none"> 1. Next meeting scheduled April 20, 2022 <ol style="list-style-type: none"> a. Review Emerging Leader award applications b. Quarterly budget review c. Review board vacancy applications d. Other

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
<p>B. Professional Development Committee Chair - Ramiro Inguanzo – <i>Staff support from Christine</i></p> <ol style="list-style-type: none"> 1. Negotiate new training programs with SGR 2. Identify topics for 2022 webinars 3. Reach out to LGHN chapters to assist with regional in-person training and networking sessions 4. Identify affiliate events that will include LGHN sponsored sessions <ul style="list-style-type: none"> • Regular meeting time: Third Tuesday of every month at 9 am PT i. PDC Conference Planning Subcommittee. Finalize 2023 LGHN Conference location, dates and recruit a “host” committee. Review conference planning responsibilities and establish working schedule for the planning process. Recruit LGHN members to assist and serve on the conference planning committee. Identify potential sponsors for 2023 conference. Regular meeting time: April 28, 2022 		<ol style="list-style-type: none"> 1. ICMA accepted six affiliate session proposals <ul style="list-style-type: none"> • Mental health services and new ways to provide public safety response, LGHN lead • Policing in 2022 and how communities are delivering positive outcomes, I-NAPA lead • Intersection of Sustainability and DEI, LGHN lead • Institutionalizing diversity, equity, and inclusion into the culture of your organization, NACA lead • Fostering civility effectively during dynamic times with appointed and elected officials, LGHN lead • Conversation with ICMA Affiliate Leaders, ICMA lead 2. Biennial conference committee chairs met 3/11. The conference will remain at the Caribe Royale in Orlando, FL and span 11/1/23 – 11/4/23 (Wednesday through Saturday) 3. Proposed webinar and program schedule for 2022 drafted and

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
		<p>planning underway (See attachment)</p> <p>4. Assisting with the program for LGHN’s annual membership meeting and board retreat on October 6-8, 2022 in Chicago, IL</p>
<p>C. Career Development Committee Chair (and Vice President for Career Development) – Gricelda Estrada – Staff support from Christine</p> <ol style="list-style-type: none"> 1. Kick off revised Madrinas/Padrinos coaching program. Upcoming check-ins March 1, May 24, and celebration this summer 2. Create strategy for youth/student engagement 3. Outreach to executive search firms for assistance with interview skills, resume writing, etc. 4. Foster university partnerships (John J College, NY; Maxwell School; ICMA Fellows; University of San Francisco and Monica Hudson) 5. Engage more Board members to serve as mentors <ul style="list-style-type: none"> • Regular meeting time: Every other week September through June 	<ul style="list-style-type: none"> • Successful launch of new structured mentorship program. More about program results summer 2022. Likely grow the toolbox to support the program. • Consider offering professional assessment tools through the Madrinas y Padrinos program (and Matt, Noel, Victor and Carlos volunteered to assist) • Create similar structured program for youth through 2022. Set up meeting with youth and universities to build a pipeline of new professionals 	<ol style="list-style-type: none"> 1. Next Madrinas y Padrinos training and check-in meeting scheduled on May 24 10:30 am PT/1:30 pm ET
<p>D. Membership Committee Chair and Vice Chair – Bob Harrison and Marcus Steele – Staff support from Karen</p> <ol style="list-style-type: none"> 1. Kick off joint membership drive with ICMA 	<ul style="list-style-type: none"> • Working with ICMA on joint membership drive to recruit new members to LGHN 	<ol style="list-style-type: none"> 1. New Florida Chapter: Collaborating with Latinos in Florida Local Government Management; bylaws agreed

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
<ul style="list-style-type: none"> a. Target membership outreach to Hispanic City managers b. Target membership outreach to state associations to establish partnerships <ol style="list-style-type: none"> 2. Track membership growth and report regularly to the LGHN board 3. Work with NACA to increase County membership 4. Pursue new regional chapters and set priorities for 2022 (See tools on the LGHN website.) <ul style="list-style-type: none"> • Regular meeting time: Second Friday of the month at 8:30 am PT <ol style="list-style-type: none"> I. Chapters Advisory Subcommittee Chair – Marcus Steele. Establish advisory committee in conjunction with LGHN chapter representatives. Develop plan to engage chapters on an ongoing basis. Create a chapter recognition program. Regular meeting time: Quarterly on the third Friday at 8:30 am PT 	<ul style="list-style-type: none"> • Collaborating with local government state chapters has been an effective method to build membership (and NACA) • Building regional chapters where we have advocates. Targets include Chicago, CO/NM (Matt), Washington (Bob), Florida (Raoul/Ramiro), Columbus, OH, Miami/Dade, and future conference locations, etc. • Matt asked to join the committee. • Each chapter should appoint a member to the Chapters Advisory Subcommittee 	<p>upon; volunteers for membership and communications committees requested; options for dues structure reviewed. Next meeting scheduled on April 8.</p> <ol style="list-style-type: none"> 2. Potential San Antonio, TX Chapter: Meeting conducted with San Antonio staff to explain process and review templates. Looking to create a county-wide chapter. Next step will be to convene area managers for presentation. 3. New Colorado and New Mexico Chapter: Matt Rivera conducting meetings with representatives in both states. 4. New Washington Chapter: Bob Harrison and Karen Davis met with the WCCMA board on March 18 to propose a statewide vs. central Washington chapter. Details to be worked out with WCCMA staff and presented at their June board meeting. 5. New Illinois Chapter: Meeting conducted with GovHRUSA and ILCMA staff in early March. Follow up meeting planned in April.

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
		<p>6. Potential Washington, DC Metro Chapter: Ramon following up on how to proceed. Next step will be to schedule a meeting to discuss agency vs. jurisdiction memberships (also look at this for Dade County, FL)</p>
<p>E. Marketing and Communications Committee Co-Chairs – Samantha Tavares – Staff support from Christine and Senior Management Analyst</p> <ol style="list-style-type: none"> 1. Develop/improve social media plan 2. Develop communications and marketing strategy and branding 3. Assist with organizing posted/recorded webinars and training sessions. 4. Social media tracking (Latino leadership institute offers a good model/Denver University) 5. Update the LGHN website <ul style="list-style-type: none"> • Regular meeting time: Fourth Thursday of the month at 10 am PT/1 pm ET 	<ul style="list-style-type: none"> • Social media communications is an opportunity that we can grow • Invite members with communications skills join and lead the committee (Bob to invite mentee from City of Reno) • Include co-chair in the call for committees • Tap youth/MPA students/university partnerships for interns to assist 	<ol style="list-style-type: none"> 1. Committee met on March 24, 2022 and review the I4A membership management software via LGHN’s new website under development. 2. Next meeting planned for April 28, 2022, from 10 to 11 am PT. The committee will develop a communications strategic plan.
<p>F. Scholarships and Fund Development Committee Chair - Rolando Fernandez – Staff support from Karen and Christine as needed</p> <ol style="list-style-type: none"> 1. Discuss funding assistance from ICMA 	<ul style="list-style-type: none"> • Develop a flexible fund development strategy/policy to dedicate and expend dollars to an array of LGHN activities (scholarships, operations, conference/programming, marketing/social media, etc.) 	<ol style="list-style-type: none"> 1. Staff developed a written summary of sponsorships opportunities week of 3/14/22 aligned with LGHN programs and sent to the committee for review. 2. Next committee meeting scheduled April 4, 2022 to finalize

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
<ol style="list-style-type: none"> 2. Review LGHN value statement (focus on ROI) for potential sponsors and market DEI expertise/resources 3. Update sponsor packet with sponsorship options (options include voting membership, review affiliate practices, programming, conference presentations) 4. Develop strategy (using the LGHN financial forecast 2022-2025) for sponsor outreach 5. Establish working group of retired LGHN members to assist with the “ask” <ul style="list-style-type: none"> • Members include Frances Gonzales, Matt Rivera, Noel Bernal, Ray Gonzales, Orlando Cruz, and United Health Care Representative • Regular meeting time: TBD 	<ul style="list-style-type: none"> • Develop sponsor’s value statement (Noel to join) • Consider creating an endowment policy and/or benchmark • Reach out to state associations to grow the endowment/fund development/marketing (Noel – TCM, Rolando – Austin) • Board commitments include donating to the LGHN scholarship fund 	<p>sponsorship areas and levels of benefits. Committee recommended framework will presented at the LGHN May board meeting.</p>
<p>G. International Committee Chair - Noel Bernal – <i>Staff support from Karen transition to Christine summer 2022</i></p> <ol style="list-style-type: none"> 1. Develop structure for training programs 2. Adapt training materials from ICMA credentialing program (adapt program to meet the needs of early to mid-career development professionals) 3. Short-term: Use PowerPoint format to adapt and translate training modules 	<ul style="list-style-type: none"> • Programming will kick off with Puerto Rico in partnership with ICMA • LGHN members will be surveyed to participate and must speak Spanish • April 2022 Puerto Rico Conference will include two LGHN Board members and included in 2022 budget 	<ol style="list-style-type: none"> 1. LGHN delegation charged with creating a chapter in Puerto Rico and preparing to travel to the Sustainability conference April 4-6. 2. Staff prepared a conference brochure the week of 3/14/22 and ordered business cards for the delegation’s use. Spanish brochure printed and sent to Puerto Rico. 3. Continuing to collaborate with ICMA international global training

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
<ol style="list-style-type: none"> 4. Long-term: Complete translations of the ICMA materials that were identified for Puerto Rico 5. Invite LGHN members to create case studies in line with the training structure 6. Market the training opportunities <ol style="list-style-type: none"> a. Outreach to potential trainers from LGHN membership and survey administered in 2022 (<i>must be Spanish speakers</i>) b. Market to Puerto Rican jurisdictions 7. Administer/conduct training 8. Finalize “certification” process <ul style="list-style-type: none"> • Regular meeting time: First Wednesday of the month at noon PT 		<p>program as a long-term solution. However, LGHN will proceed independently now to develop programming that meets new member/chapter needs.</p> <ol style="list-style-type: none"> 4. Noel Bernal identifying sponsors for the International Committee to augment current staff budget and implement training. The training may include webinars, mentoring one-on-one and include training partners.
<p>F. Nominations Committee – Chair and committee appointed by the President - Staff support from Karen and Christine</p> <ol style="list-style-type: none"> 1. Email members regarding interest in serving and recommendations – 30 days required (<i>May/June</i>) 2. Close member submittals – <i>June</i> 3. Review submittals and conduct interviews (<i>June/July</i>) 4. Board approval at the <i>July or August</i> board meeting 5. Issue ballots – 15 days minimum for voting, at least 30 days before the annual meeting (<i>August</i>) 	<ul style="list-style-type: none"> • Include on the April Board meeting agenda 	<ol style="list-style-type: none"> 1. Maria De Leon resigned from the board in March 2022. 2. Nominations will open April 1 and close April 18 so that the Executive Committee can review and recommend a candidate on April 20. 3. Executive Committee recommendation will be presented at the May board meeting.

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 3/24/22
<ul style="list-style-type: none"> 6. Close ballots – typically 30 days <i>(September)</i> 7. Annual membership meeting <i>(October)</i> • Meeting times determined by bylaws and date of annual membership meeting 		

LGHN Professional Development Committee 2022 Program and Webinar Schedule

Updated 3/15/22

January 2022	<ul style="list-style-type: none"> • LGHN Webinar: Presidents Reflections, Vision and Aspirations scheduled January 19 from 9 to 10:30 am PT <i>Moderator: Ramiro Inguanzo (About 23 attendees)</i>
February	<ul style="list-style-type: none"> • NFBPA Emerge Conference 2/2 and 2/3, LGHN member to moderate session from 3 to 4 pm CST in Houston, TX. <i>Noel Bernal presented.</i>
March	<ul style="list-style-type: none"> • Madrinas y Padrinos Webinar and Check-in 3/1, <i>GovHRUSA presenting (18 participants of the 34 program enrollees)</i> • NFBPA Forum Conference March 30 through April 2 in Grand Rapids, MI, <i>Moderator: Gricelda Estrada</i>
April	<ul style="list-style-type: none"> • Puerto Rico Sustainability Conference Debrief, April 6 to 8, 2022 Ramiro Inguanzo, Noel Bernal, Raoul Lavin, Carlos Baia, Rolando Fernandez and Helen Ramirez attending • Oregon LGHN Chapter Webinar: TBD
May	<ul style="list-style-type: none"> • Madrinas y Padrinos Webinar and Check-in 5/24, SGR presenting DiSC results of program participants and debrief discussion • LGHN Webinar: Crash Course in Human-Centered Design Thinking Moderator: Diana Gallego, Presenters: Bloomberg staff, Tallahassee Innovation team members and TBD
June	<ul style="list-style-type: none"> • LGHN Webinar: Urban Farming – Livable, Sustainable Communities Moderator: Ana Guerra, Presenters: Tallahassee, FL staff and Concord, NH staff • GFOA Conference June 3 – 8, Austin, TX, LGHN presenters TBD
July	<ul style="list-style-type: none"> • LGHN Webinar: Having a strategy/innovation team Moderator: Ramiro Inguanzo, Presenters: Tallahassee, Miami Beach, and Village of Bal Harbour
August	<ul style="list-style-type: none"> • n/a
September	<ul style="list-style-type: none"> • LGHN Chapter Webinar: Hispanic Heritage Month Moderator: TBD, Presenters: TBD • ICMA Annual Conference in Columbus, OH 9/17 – 9/21, • LGHN dinner 9/18 • LGHN sessions in collaboration with I-NAPA, NACA, and NFBPA <ul style="list-style-type: none"> • <i>Fostering civility with appointed and elected officials,</i> • <i>Intersection of Equity and Sustainability,</i> • <i>Mental health services and new ways to provide public safety response,</i> • <i>Institutionalizing DEI into the culture of your organization, and</i> • <i>Policing in 2022 and how communities are delivering positive outcomes.</i>

October	<ul style="list-style-type: none"> • LGHN Webinar: Civility and Engagement – Bystander App Moderator: Ana Guerra, Presenters: Tallahassee community member, police department staff and TBD • LGHN Annual Membership Meeting and Board Retreat, Chicago, IL 10/6 – 10/8 <ol style="list-style-type: none"> 1. Informal gathering for dinner 10/6 2. Developing session content with SGR and GFOA, Platicas, launch Chicago LGHN Chapter, Annual Membership Reception 10/7 3. Board retreat 10/8
November	<ul style="list-style-type: none"> • LGHN Webinar: Can't Stop, Won't Stop: Transforming your Transit System Moderator: Diana Gallego, Presenters: Tallahassee, FL; Mesa, AZ and Clark County, NV
December	<ul style="list-style-type: none"> • LGHN Webinar: Lessons learned advancing in local government, Moderator: TBD Presenters: Maria De Leon and two more presenters

**2021 PDC schedule provided below

1. Chapter sessions

- a. Mesa, AZ Chapter – TBD – Andrea Alicoate
- b. Oregon – TBD – Karen Davis

2. Other topics

- a. Reach out to the Chapters to sponsor a session and own a session. PDC can then focus on the Affiliate conferences and regional meetings. Consider spotlight sessions including Rocky Mountain Partnership. **Underway in February 2022 and ongoing**
- b. Create a running list of potential training topics on reserve for the PDC use.
- c. Develop a shared drive or folder for PDC record keeping.

3. LGHN 2021 Professional Development Committee Program

January 2021	<ul style="list-style-type: none"> • LGHN Webinar – Resiliency Session Encore 1/19 noon PST/3:00 pm EST Moderated by Maria DeLeon, City of Gilroy (26 attendees)
February	<ul style="list-style-type: none"> • LGHN, I-NAPA, NFBPA, ICMA <ul style="list-style-type: none"> – 2/3 11:00 PT/2:00 ET Racial Equity Webinar I: Rebuilding Trust in Healthcare (42 participants) – 2/17 11:00 PT/2:00 ET Racial Equity Webinar II: Vaccinations Strategies for Local Government Front Line Workers (38 participants) • NFBPA summit 2/24 – 2/26 • West Michigan LGHN Chapter Webinar Building a Strong Career Path – 2/25 12:00 EST
March	<ul style="list-style-type: none"> • SGR Webinar <i>Leadership Legends</i> 3/11 from noon eastern time/9:00 am pacific, panelist: Major Riddick (7 participants)

	<ul style="list-style-type: none"> • ICMA Ethics Webinar 3/17 – Response to Emergencies that Impact All Citizens: Rights of the Individual versus Health and Welfare of Community • AFI Govapalooza Digital Conference 3/1-5 <ul style="list-style-type: none"> - NACA & LGHN: Manager-Elected Official Conversations Resulting from Social Unrest and Social Justice Issues (Ray Gonzales) • CCCMA & LGHN: Let’s Talk (Maria Hurtado and Raoul Lavin)
April	<ul style="list-style-type: none"> • ICMA Skill Building Webinar 4/21 – Best Practices to Manage Public Spaces • SGR Webinar <i>Leadership Legends</i> week of April 28 from noon eastern time/9:00 am pacific, panelist: Bert Lumbreras (<i>40 attendees</i>) • ASPA Conference
May	<ul style="list-style-type: none"> • Phoenix Hispanic Network hosts on 5/13 11:30 am to 12:30 pm (MT) the replay of the March 2021 AFI TLG session <i>How to be an Influential Leader Part I</i> with live question/answer session • ICMA Leadership Webinar 5/19 – <i>Leading from the Middle</i> • LGHN Webinar on 5/26 at 9:00 am to 10:30 am (PT), <i>Business Assistance Best Practices</i> Hazel Wetherford, moderator; Adam Van de Water, City of Livermore (discussing commercial rent relief program and gift card program) Marie Suvansin, City of Concord (discussing commercial rent relief program) Tracy Farad, Visit Tri-Valley (discussing regional recovery campaign) (<i>27 attendees</i>)
June	<ul style="list-style-type: none"> • SGR Webinar the week of June 30 at 12:00 pm eastern time/9:00 am pacific time (balancing work and family/ navigating cultural barriers and assumptions) Edith Baltierrez, City of Avondale, AZ • Phoenix Hispanic Network hosts on 6/17 11:30 am to 12:30 pm (MT) the replay of the March 2021 AFI TLG session <i>How to be an Influential Leader Part II</i> with live question/answer session • NFBPA virtual conference June 22 – 25 : <i>Social Media Pitfalls and Best Practices</i> on 6/22 from 2:00 pm to 3:00 pm eastern standard time; Andrea Odegard-Begay, moderator; Daniel Valladee, City of Phoenix; and Valerie Gaeta Phillips, Bob Murray and Associates <i>completed and well received (waiting for recorded copy of session)</i>
July	<ul style="list-style-type: none"> • GFOA virtual annual conference July 12 – 23: LGHN submitted speakers for the following sessions: <ol style="list-style-type: none"> 1) <i>Budgeting for the Unexpected Leveraging Stress Tests to Promote Resiliency</i> on July 22 at 11 am eastern – Noel Bernal, City Manager of Brownsville, TX and 2) <i>Bye Bye Backlogs: Strategic Capital Asset Management</i> on July 21 at 11 am eastern – Marcus Steele, Finance Manager, City of Mesa, AZ • LGHN Webinar: collaboration with Mesa Hispanic Network session, <i>Your Educational Journey</i> on July 29, 2021 (<i>61 participants</i>)

August	<ul style="list-style-type: none"> • SGR Webinar August 4 at 12:00 pm eastern time/9:00 am pacific time <i>David Mora</i> (pending response SGR)
September	<ul style="list-style-type: none"> • LGHN Biennial Conference 9/9-10 • ICMA Webinar 9/15 – Leading Your Community in an Era of Anxiety • <i>Hispanic Heritage Month</i> (Diana Gallego authored article to share with ICMA newsletter & LGHN members. Sent to Karen Davis.)
October	<ul style="list-style-type: none"> • ICMA Conference 10/3-6: LGHN proposed two sessions: <ol style="list-style-type: none"> 1) Leadership Resiliency: Maria Solano, moderator; Gus Cordova, Vice President Mercer Group, NM; Frances Gonzalez, Asset Funders Director, San Antonio, TX; and Bert Lumbreras, City Manager of San Marcos, TX; (Andrea Alicoate to review panelist facilitation questions) Not selected by ICMA 2) Leveraging the COVID Pandemic to Build Financial Sustainability: Bob Harrison, moderator; Noel Bernal, City Manager of Brownsville, TX; Martin Bernal, City Manager of Santa Cruz, CA declined to participate on 7/7/21; and Monica Cepero, Deputy County Administrator of Broward County, FL Selected by ICMA • SGR Webinar on October 10/6 with 11 am to noon CST <i>Frances Gonzalez</i> • ICMA Webinar 10/20 – The Future of Work: Strategies for Adapting to a New Reality
November	<ul style="list-style-type: none"> • ICMA Webinar 11/17 – Growing Your Career: Tips for Redefining Yourself in the Minds of Others • LGHN <i>Rescheduled</i> Biennial Conference GFOA session: <i>More than a Buzzword: Understanding Equity and Budgeting</i> rescheduled November 2 from 9:00 am to 10:30 am PST (About 30 attendees)
December	<ul style="list-style-type: none"> • No trainings offered.



Hazte Miembro

<https://lghn.org>

LGHN fue fundada en 1978, como la organización para profesionales latinos en el gobierno local y para todos los gobiernos locales que sirven a las comunidades hispanas y latinas. La organización ha crecido de una pequeña red de profesionales del gobierno local a una organización de más de 1,000 miembros que brindan apoyo entre pares y oportunidades educativas. LGHN está afiliada a la Asociación Internacional de Administración de Ciudades / Condados (ICMA).

¿Por qué unirse?

- Seminarios regionales, seminarios via web y conferencias para promover el desarrollo profesional
- Capacitación de liderazgo para permitir que los miembros pasen a posiciones de autoridad en el gobierno local
- Tutorías para ayudar a los miembros a aplicar habilidades técnicas y de liderazgo en las comunidades locales
- Asistencia Técnica
- Acceso a prácticas de mejoría para servicios a la comunidad

Beneficios de la membresía:

- Reducción de los costos de las conferencias regionales y nacionales
- Becas para el desarrollo profesional
- Acceso a ofertas de empleo a nivel nacional
- Acceso a la capacitación a través de relaciones de afiliación con la Asociación Internacional de Administración de Ciudades / Condados, el Foro Nacional para Administradores Públicos Afro Americanos (NFBPA) y la Asociación de Oficiales de Finanzas del Gobierno



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Categorías de membresía:

- Estudiante / Individuo: los estudiantes son gratuitos y las cuotas de membresía individual se eximirán el primer año si se inscribe tanto en LGHN como en ICMA. LGHN trabajará con los miembros para establecer capítulos en Puerto Rico en 2023.
- Gobierno local: las jurisdicciones pequeñas pueden designar a 7 miembros y las jurisdicciones grandes pueden designar a 15 miembros
- Jurisdicción única y capítulos regionales: los capítulos pueden designar miembros ilimitados de su capítulo; las personas cuyas jurisdicciones optan por no participar pueden unirse a los capítulos regionales como individuos por \$ 75.
- Las cuotas de membresía oscilan entre \$ 100 para miembros individuales, \$ 750- \$ 1,500 para miembros del gobierno local y \$ 500- \$ 1,000 por jurisdicción para capítulos regionales

Por qué LGHN está fomentando la formación de capítulos:

- Redes más robustas
- Desarrollo profesional regional y capacitación técnica enfocada en las necesidades de la región
- Oportunidades de bajo costo para participar en una organización profesional y generar organizaciones profesionales estatales y nacionales
- Fomentar la participación en la conferencia LGHN 2023 en Orlando, FL

Enfoque internacional de LGHN:

- Puerto Rico identificado para el programa de liderazgo y capacitación técnica para LGHN/ICMA
- Trabajando con Puerto Rico para desarrollar módulos de capacitación en español para ayudar con la reconstrucción de la infraestructura que satisfaga las necesidades de la isla
- Los profesionales del gobierno local de los Estados Unidos ayudarán con estudios de casos y programas que han demostrado ser exitosos
- Los programas de capacitación incluirán la prestación de servicios, la planificación financiera, la gestión de subvenciones y la identificación de recursos.

Para obtener más información, póngase en contacto con:

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Vice-Presidente del Comité de Membresía de LGHN

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Local Government 2030: A National Convening of Practitioners to Plan for the Future

Inspired by the National Academy of Public Administration's Grand Challenges initiative, this national convening will bring together local government practitioners from cities, counties, special districts and regional councils across a broad spectrum of age, race, gender, geography and include all local government disciplines. The convening will be divided into three phases over one year and will focus on implementable solutions addressing Grand Challenges facing local government.

In 2019, the National Academy of Public Administration (NAPA) issued its "Grand Challenges." In describing them, NAPA stated Grand Challenges are *large in scope* (inter-agency, inter-sectoral, intergovernmental, and multi-disciplinary); require *significant innovation and long-term commitment* (a decade or more); seek to achieve *worthwhile, ambitious goals* that we know will be difficult to successfully address for a variety of reasons, including their complexity and interconnectedness; require *paradigm shifts* in thinking and/or significant change in government functioning; and have significant *individual, governmental, and societal impacts*.

In 2020, a grass roots group of local government professionals and academics came together to begin thinking about how we can address these Grand Challenges. This informal group grew to around 100 individuals and became known as the "Local Government Big Thinkers." Eight initiatives were identified for further work.

One of these identified initiatives was to organize a national convening of local government practitioners to share prepared papers on challenges facing the profession, document discussions and publish proceeding of convening. This idea was inspired by the Minnowbrook conferences held starting in 1968, with follow up conferences in 1988 and 2018 to reimagine the field of public administration.

Local government officials have come together at other times over the years to chart the future of the city management profession or other professions within local government. The convenings of city management professionals have often relied on senior members of the profession who had the time and resources to attend such gatherings. This convening will focus on utilizing the expertise of professionals in their early and mid-career stages.

The planning group for the convening currently includes individual local government officials, academics and staff members from several local government professional associations.

Phase One

November 4-6, 2022

University of Nebraska, Omaha

Phase One will convene 50 local government professionals under 40 years old to work with a facilitation team over two days. Each participant would be required to write a three to five page critique of current local government services or practices from their viewpoint prior to the meeting. The larger group would then be divided into ten groups to discuss these ideas and present to the larger group. The larger group would then develop a "Future Search" where they would imagine local government in 2030. As in Minnowbrook, the group would be charged, "You are not inhibited by cost of difficulty, but what you

imagine must be desirable, feasible, and motivating (you want to make it happen).” The participants would then develop creative displays of their ideas. Minnowbrook III saw skits, songs, anthems, poems and speeches created.

Eight “super-delegates” would be tasked with concluding the meeting with their observations and critiques of what they observed.

The result of Phase One would be document identifying specific priorities and potential implementable solutions. This document would serve as a basis of dialogue among professionals in the coming year.

A formal announcement of the national convening is planned for April, 2022. Applications from interested individuals to participate in the Phase One convening would be accepted during May-June, 2022 and delegates would be selected in July, 2022. There would be two preliminary virtual meetings of the delegates in the Fall prior to the in-person meeting in Omaha in November, 2022.

The organizing committee plans to raise \$50,000 for Phase One which would include \$25,000 for stipends of up to \$500.00 each to cover delegate expenses.

Phase Two

The 50 participants in Phase One would serve as advocates in meeting with local government professionals over the next twelve months to discuss the identified priorities and get feedback on the implementable solutions. The Phase One participants would also work on developing a second larger convening to continue these discussions.

Phase Three

One year after the Phase One discussion, the initial group would reconvene along with 200 additional local government professionals for three days of discussions. The event would start with a presentation of the findings of the Phase One work and compilation of input gathered during the previous year.

A key component of the Phase Three convening would be the invitation to non-local government professionals who work in the identified areas to present on their experiences. These could be from the private, non-profit or academic sectors.

The product of the Phase Three convening would be the identification and initial organization of specific actionable initiatives to address needs of local government in the future.

Phase One Delegates

Distribution of 50 delegates – No less than 2, no more than 5 from each local government profession:
Distributed by geography, gender and race.

General Administration

Finance

Planning, Community and Economic Development

Public Works/Water/Wastewater

Parks and Recreation

Health and Human Services
Library
Police
Fire
City/County Clerks
City/County Attorneys
Chief Equity Officers
Communications/Public Information
Information Technology
Human Resources
Sustainability
Data/Performance Measurement

Potential Sponsoring Organizations:

General Government:

National League of Cities
National Association of Counties
National Association of Regional Councils
International City/County Management Association
Engaging Local Government Leaders
National Association of County Administrators

Affiliated Groups:

National Academy of Public Administration
Alliance for Innovation
National Forum for Black Public Administrators
Local Government Hispanic Network
Civic Pride
League of Women in Government
Women Leading Government California
International Network of Asian Public Administrators
Network of Schools of Public Policy, Affairs and Administration
The Volcker Alliance
Illinois Association of Municipal Management Assistants
Municipal Management Assistants of Southern California
Municipal Management Assistants of Northern California
Urban Management Assistants of North Texas
Urban Management Assistants of Southeast Texas
Urban Management Assistants of Central Texas

Finance:

Government Finance Officers Association of US and Canada

Planning & Community Development:

American Planning Association
International Economic Development Council

Public Works/Water/Wastewater:

American Public Works Association
American Water Works Association

Parks and Recreation:	National Recreation and Parks Association Americans for the Arts
Health and Human Services:	National Association of County and City Health Officials
Library:	Public Library Association
Police:	International Association of Chiefs of Police Major Cities Chiefs Association Police Executive Research Forum
Fire:	International Association of Fire Chiefs
City/County Clerks:	International Institute of Municipal Clerks International Association of Government Officials
City/County Attorneys:	International Municipal Lawyers Association
Chief Equity Officers:	ICMA Chief Equity Officer Cohort
Communications/Public Information:	City-County Communications and Marketing Association
Information Technology:	
Human Resources:	International Public Management Association for Human Resources
Sustainability:	Urban Sustainability Directors Network
Data/Performance Measurement:	What Works Cities – Bloomberg Philanthropies

National Convening Planning Committee

Wally Bobkiewicz, Issaquah, WA
Ashleigh Holand, National Association of Counties
Ron Holifield, Strategic Government Resources
Shayne Kavanagh, Government Finance Officers Association of United States and Canada
Ben Kittleson, Engaging Local Government Leaders
Michael Land, Coppel, TX
Adam Lincoln, Pasco, WA
Craig Maher, University of Nebraska, Omaha
Tad McGalliard, International City/County Management Association
Chris Morrill, Government Finance Officers Association of United States and Canada
Mike Mucha, Government Finance Officers Association of United States and Canada
Phyllis Muder, American Public Works Association
Kim Nelson, University of North Carolina, Chapel Hill
Julia Novak, Raftelis

Bob O'Neill

Marc Ott, International City/County Management Association

Amber Snowden, International City/County Management Association

David Swindell, Arizona State University

Kirsten Wyatt, Engaging Local Government Leaders