



Advancing Excellence and Inclusiveness in Local Government

Agenda
May 6, 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 April 1, 2022*
2. Board Meeting Attendance Report for 2022/2021*
3. Financial Reports through May 2, 2022*
4. Board Approval of Extending the Deadline for Emerging Leader Award Nominations from April 15 to May16 via email.

C. DISCUSSION/APPROVAL:

1. Discuss and Approve Rescheduling the LGHN Annual Membership Meeting to October 20 through October 22
 - a. GFOA will host LGHN and provide facilities and assist with session topics and speakers
 - b. GFOA also assisting to secure favorable/reduced hotel rates
 - c. Date change to the Chicago marathon scheduled 10/9
 - d. Draft annual membership meeting agenda

10/20	10/21	10/22
Informal dinner	Welcome Concurrent sessions Lunch/keynote Concurrent sessions Platicas Reception and new LGHN chapters celebration Informal dinner	Board retreat Enjoy the evening in Chicago on your own!

2. Review and Approve Executive Committee Recommendation and Fill the Board of Director At-Large Vacancy and Appoint – Alejandra Lopez, Assistant City Manager, City of San Antonio, TX
3. Review and Approve the 2022 LGHN Board Nomination and Election Process Timeline* and Nomination/Election Criteria
 Board nomination and election criteria include
 - a. LGHN membership
 - b. Active engagement in LGHN committees, programs and services
 - c. Local government professional/non-profit in service to local governments
 - d. Represent an unrepresented chapter or region
 - e. Other

*Supporting documents provided in board packet

4. Discuss and Approve the Corporate Sponsorship and Benefits Program*
 - a. *Are the benefits and narrative sufficient to attract major sponsors?*
 - b. *Do you have other suggestions and comments?*
 - c. *What are the appropriate levels?*

D. DISCUSSION:

1. Review and Discuss Committee Updates*
2. Discuss and Preview the Management Partners Contract Amendment (July Board Meeting)

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. May 24, 2022 – Madrinas y Padrinos Training/Check-in Meeting (SGR DiSC assessment)
2. Friday, June 3, 2022 – LGHN Board Meeting
3. *June 5-June 8, 2022 – GFOA Annual Conference, Austin, TX (Roland Fernandez to identify LGHN session presenters and staff LGHN booth)*
4. *June 20-23, 2022 – NFBPA Quarterly Board Meeting*
5. Friday, July 8, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with July 4th weekend)
6. Friday, August 5, 2022 – LGHN Board Meeting
7. Friday, September 9, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with Labor Day)
8. *September 17-21, 2022 – ICMA Annual Conference, Columbus, OH*
9. *September 18, 2022 – LGHN Annual Dinner at the Le Meridien Hotel in Columbus, OH from 6 to 9 pm, Ohio Latino Affairs Commission Secretary Daniel Molina, keynote presenter*
10. *October 20-22, 2022 – LGHN Annual Membership Meeting and Board Retreat, Chicago, IL (Collaborating with GFOA, SGR and GovHRUSA to develop sessions)*
11. *October 2022 – NFBPA Emerge Conference, Atlanta, GA*
12. Friday, November 4, 2022 – LGHN Board Meeting
13. Friday, December 2, 2022 – LGHN Board Meeting
14. Friday, January 6, 2023 – LGHN Board Meeting



Board Meeting Summary of April 1, 2022

Board Members in Attendance: Samantha Tavares (President-Elect), Rolando Fernandez (Past-President), Noel Bernal, Bob Harrison, Ramiro Inguanzo, Carlos Baia, Victor Cardenas, Raoul Lavin, Marcus Steele, and Mariana Bojorquez

Absent: Gricelda Estrada, Ramiro Salazar, Raymond Gonzales (President), Gabriel Rodriguez, Ramón Pérez-Goizueta, Matt Rivera and Orlando Cruz with MissionSquare

LGHN Staff: Christine Butterfield and Karen Davis

A. Call to Order/Roll Call/Welcome

Rolando Fernandez chaired and called the meeting to order at 9:03 am PT.

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.

Motion to approve by Noel Bernal

Seconded by Carlos Baia

Unanimously approved

C. DISCUSSION/APPROVAL:

1. Board member resignation – Maria De Leon*

The Board requested that a plaque be prepared and sent to Maria to acknowledge her service to LGHN and the Board of Directors.

2. Approve Board member nomination form and direct staff to call for nominations*

Motion to approve by Bob Harrison

Seconded by Raoul Lavin

Unanimously approved

3. Approval request to purchase LGHN exhibit space at the Florida City/County Managers meeting scheduled June 2022 presented verbally on 4/1/22

Raoul Lavin asked for Board approval to purchase exhibit space at the upcoming FLCCMA meeting in June to promote the development of a new LGHN chapter in Florida and promote the 2023 Biennial conference in Orlando, FL.

Motion to approve by Carlos Baia

Seconded by Rolando Fernandez

Unanimously approved



D. DISCUSSION:

1. Review and discuss committee updates*

Staff presented the and the Board reviewed the committee updates. Noel Bernal also announced that he had secured new corporate sponsorship commitments totaling \$10,500 for the LGHN delegation trip to Puerto Rico

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)

Staff shared that Andrea Alicoate will represent LGHN on a panel at the virtual conference

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. Friday, May 6, 2022 – LGHN Board Meeting
2. May 24, 2022 – Madrinas y Padrinos Training/Check in Meeting
3. Friday, June 3, 2022 – LGHN Board Meeting
4. June 5-June 8, 2022 – GFOA Annual Conference, Austin, TX
5. June 20-23, 2022 – NFBPA Quarterly Board Meeting
6. Friday, July 8, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with July 4th weekend)
7. Friday, August 5, 2022 – LGHN Board Meeting
8. Friday, September 9, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with Labor Day) *Supporting documents provided in board packet
9. September 18-21, 2022 – ICMA Annual Conference, Columbus, OH
10. Sunday, September 19, 2022 – LGHN Annual Dinner, Le Meridien, Columbus, OH 6:00 to 9:00 pm, keynote presenter - Daniel Molina, Board member and Secretary of Ohio Latino Affairs Commission
11. October 6-8, 2022 – LGHN Board Retreat and Annual Membership Meeting, Chicago, IL (Collaborating with GFOA and SGR to develop sessions)
12. October 2022 – NFBPA Emerge Conference, Atlanta, GA
13. Friday, November 4, 2022 – LGHN Board Meeting
14. Friday, December 2, 2022 – LGHN Board Meeting
15. Friday, January 6, 2023 – LGHN Board Meeting

Rolando adjourned the meeting at about 9:40 am PT.

2022 and 2021 Board of Directors Meeting Attendance Summary

Name	Jan 2021	Feb 2021	Mar 2021	April 2021	May 2021	June 2021	July 2021	Aug 2021	Retreat Sept 2021	Oct 2021	Nov 2021	Dec 2021
Raymond Gonzales	Present	Present	Present	Present	Present	Present	Present	Present	Present		Present	Present
Samantha Tavares	Absent	Present	Present	Present	Present	Present	Absent	Present	Present		Present	Absent
Rolando Fernandez	Present	Present	Absent	Present	Present	Present	Present	Present	Present		Present	Present
Bob Harrison	Present	Present	Present	Present	Present	Present	Present	Present	Present		Present	Present
Aubrey Gonzalez	Present	Present	Present	Present	Present	Absent	Present	Present	Present			
Paulina Martinez	Absent	Present	Present	Present	Present	Present	Absent	Present	Absent			
Carlos Baia	Present	Present	Present	Present	Absent	Present	Present	Absent	Present		Present	Present
Noel Bernal	Present	Present	Present	Absent	Absent	Absent	Present	Present	Present		Present	Present
Mariana Bojorquez									Present		Present	Present
Maria De Leon	Present	Present	Present	Present	Present	Present	Present	Present	Absent		Present	Present
Gricelda Estrada	Present	Present	Present	Present	Present	Present	Present	Present	Present		Present	Absent
Ramiro Inguanzo	Present	Present	Present	Absent	Absent	Present	Present	Present	Present		Absent	Absent
Raoul Lavin	Present	Present	Present	Present	Present	Absent	Absent	Present	Present		Present	Present
Ramón Pérez-Goizueta									Present		Present	Present
Matt Rivera									Present		Present	Present
Ramiro Salazar	Present	Present	Present	Present	Present	Present	Present	Present	Present		Present	Present
Marcus Steele									Present		Present	Present
Victor Cardenas	Present	Present	Present	Absent	Absent	Present	Present	Present	Present		Present	Present

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	50,500.00	65,000.00	-14,500.00	77.69%
43457 Scholarship	1,490.00		1,490.00	
Total 43400 Direct Public Support	\$ 51,990.00	\$ 65,000.00	-\$ 13,010.00	79.98%
46400 Other Types of Income			0.00	
46410 Advertising Sales	28,550.00	75,000.00	-46,450.00	38.07%
46430 Miscellaneous Revenue	1.00	475.00	-474.00	0.21%
Total 46400 Other Types of Income	\$ 28,551.00	\$ 75,475.00	-\$ 46,924.00	37.83%
47200 Program Income			0.00	
47230 Membership Dues			0.00	
47231 Chapters	13,075.00	40,500.00	-27,425.00	32.28%
47232 Corporate	1,200.00	2,000.00	-800.00	60.00%
47233 Individual	3,090.00	4,500.00	-1,410.00	68.67%
47234 Local Government	18,750.00	20,000.00	-1,250.00	93.75%
Total 47230 Membership Dues	\$ 36,115.00	\$ 67,000.00	-\$ 30,885.00	53.90%
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	\$ 36,115.00	\$ 72,000.00	-\$ 35,885.00	50.16%
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	\$ 116,656.00	\$ 214,975.00	-\$ 98,319.00	54.26%
Gross Profit	\$ 116,656.00	\$ 214,975.00	-\$ 98,319.00	54.26%
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 Merchant Services Fees	1,309.98	2,100.00	-790.02	62.38%
Total 60900 Business Expenses	\$ 1,325.39	\$ 2,450.00	-\$ 1,124.61	54.10%
62100 Contract Services			0.00	
62110 Accounting Fees		1,100.00	-1,100.00	0.00%
62150 Outside Contract Services	53,376.00	100,000.00	-46,624.00	53.38%
Total 62100 Contract Services	\$ 53,376.00	\$ 101,100.00	-\$ 47,724.00	52.80%
65000 Operations			0.00	
65020 Postage, Mailing Service	245.66	50.00	195.66	491.32%
65030 Printing and Copying	545.85	250.00	295.85	218.34%
65040 Supplies		50.00	-50.00	0.00%
65050 Telephone, Telecommunications	190.61	2,050.00	-1,859.39	9.30%
65060 Website	3,851.98	12,000.00	-8,148.02	32.10%

Computer Software	482.96	1,000.00	-517.04	48.30%
Total 65000 Operations	\$ 5,317.06	\$ 15,400.00	-\$ 10,082.94	34.53%
65100 Other Types of Expenses			0.00	
65110 Advertising/Marketing Expenses	500.00	4,000.00	-3,500.00	12.50%
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	208.28	500.00	-291.72	41.66%
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	\$ 7,113.28	\$ 36,250.00	-\$ 29,136.72	19.62%
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	\$ 67,131.73	\$ 161,200.00	-\$ 94,068.27	41.64%
Net Operating Income	\$ 49,524.27	\$ 53,775.00	-\$ 4,250.73	92.10%
Net Income	\$ 49,524.27	\$ 53,775.00	-\$ 4,250.73	92.10%

Monday, May 02, 2022 12:19:11 PM GMT-7 - Cash Basis

Local Government Hispanic Network Account List

Account #	Account	Balance
10000	US Bank - checking	126,538.67
	US Bank - checking:Conference Cash AHLN	6,639.28
	US Bank - checking:Frances Gonzalez Scholarship	12,980.97
	US Bank - checking:Joel Valdez	428.03
	US Bank - checking:LGHN Conference	24,649.21
	US Bank - checking:Operating Cash	58,596.37
	US Bank - checking:Operating Reserves	23,345.35



2022 LGHN Board Member Elections (as of 10/22)

President:	Samantha Tavares (2-year term)
President Elect:	TBD
Immediate Past President:	Raymond H. Gonzales
Vice President for Membership:	Incumbent Bob Harrison (2-year term) *
Board of Directors At-Large:	Incumbent Noel Bernal (2-year term) *
	Incumbent Matt Rivera (2-year term) *
	Mariana Priscilla Bojorquez (2-year term) *
	Vacant (term expires 11/23)

*Currently in these seats

*Write-in Candidates Allowed

2022 Schedule:

2022 LHN Board Nomination Process	May	June	July	Aug.	Sept.	Oct.	Comments
Email members re: interest & recommendations	9 th						30 days required
Close member submittals		8 th or 10 th					30 or 32 days
Select nominees (interview if needed)		30 th					Committee meeting (latest date)
LGHN Board Approval			9 th				
Issue ballots			11 th				15 days minimum, must be 30 days prior to annual meeting
Close ballots				10 th or 12 th			35 voting days
New Board member orientation					X		
Annual Meeting						10 th	52 days



2023 LGHN Board Member Elections

Vice President for Professional Development: Ramiro Inguanzo (2-year term expires 10/23) *

Vice President for Career Advancement: Gricelda Estrada (2-year term) *

Board of Directors At-Large:
 Maria DeLeon (2-year term) *
 Vacant** (2-year term) *
 Mariana Bojorquez (2-year term) *
 Ramon Perez-Goizueta (2-year term) *
 Write-in Candidates Allowed

*Currently in these seats

**Retired in 2022, eligible to serve remainder of term through 2023

2023 Schedule:

2023 LHN Board Nomination Process	May	June	July	Aug.	Sept.	Oct.	Comments
Email members re: interest & recommendations	5 th						30 days required
Close member submittals		7 th or 9 ^h					30 or 32 days
Select nominees (interview if needed)		30 th					Committee meeting (latest date)
LGHN Board Approval			7 th				
Issue ballots			10 th				15 days minimum, must be 30 days prior to annual meeting
Close ballots				9 ^h or 11 th			35 voting days
New Board member orientation					X		
Annual Meeting						TBD	Will exceed 30-day requirement



Corporate Sponsorships and Benefits

These sponsor levels and benefits include suggestions from the April 22 committee meeting.

Updated May 2, 2022

	Signature \$75,000	Platinum \$50,000	Gold \$25,000	Silver \$15,000	Bronze \$5,000	Advocate Up to \$5,000
Private Annual Event with Board of Directors	X	X				
Advisory Seat on LGHN Board of /directors	X	X				
Participation on LGHN committee(s) as ex officio member	X	X	X	X	1	
Webinar Presentation(s) to LGHN Members	X	X	X	X		
Front Page Logo Placement on LGHN Website with Link to Sponsor Website	X	X				
Logo Placement on LGHN Sponsor Page with Link to Sponsor Website			X			
Logo Placement on LGHN Sponsor Page without Link to Sponsor Website				X	X	X
Access to LHGN Member Directory	X	X	X	X	X	X
Recognition at LGHN Regional Events	X		X	X		
Recognition at LGHN National Events	X	X				
Seats an Annual LGHN Awards Dinner	1 Table	1 Table	4-5 Seats	2 seats	2 seats	
Limited Use of LGHN Logo on Company Website with Approval	X	X	X			
TBD						

The chart does not include sponsor benefits for the conference.



“When you invest in people, they will invest in their communities. LGHN encourages its members to invest in themselves and pay it forward to the next generation.”

Frances Gonzales, LGHN founding member, LGHN past president and former Chief of Staff to the Secretary of Housing and Urban Development for President Obama

LGHN 2022 Corporate Sponsorship and Member Program

Updated May 2, 2022

LGHN invites you to become a corporate sponsor...

Public/private partnerships are a critical component enabling local governments to provide the highest quality services to their communities. LGHN offers a unique opportunity to reach Hispanic local government professionals and all public sector professionals servicing the Hispanic populations. As the leading organization for the professional development of public service professionals at the local level, *our mission is to*

- Increase the volume of Hispanic local government city/county managers, and department directors
- Provide critical training along with leadership opportunities for future local government professionals and leaders
- Advise and provide guidance to local government leaders on methods and means to productively engage Hispanic populations within their jurisdictions
- Assist all local government managers of communities with Hispanic/Latino residents to enhance the quality of life of their Hispanic populations

LGHN has over 1,000 members and membership is expected to double in the next three years. Currently LGHN has chapters in

- Austin, TX
- Phoenix, AZ
- Mesa, AZ
- Glendale, AZ
- Western Michigan
- Oregon

Chapters are under development in Washington, Colorado, Texas, New Mexico, Florida, Chicago/Illinois, Washington D. C., and California.

Benefits of becoming a corporate sponsor and member of LGHN

Sponsors will receive corporate membership in LGHN. For our sponsors, LGHN offers an array of opportunities to connect with LGHN members and communities:

- A forum for corporations to interact with local government decision makers,
- Collaboration mutual public/private challenges and opportunities,
- Collaboration on local government solutions to service delivery programs,
- Participation on LGHN committees,
- A variety of opportunities to showcase services and products,
- Access to the LGHN member directory,
- Receive exposure at regional and national events, and
- Form strategic partnerships with LGHN members.

Corporate sponsorship levels

Signature/Founders (one per industry): \$75,000 (?) (3-year commitment)

- Biannual private forum/event with LGHN board of directors,
- Advisory seat on LGHN board of directors
- Participate as ex officio member on LGHN committee of sponsor's choosing,
- Dedicate funds to one or more LGHN program (optional, may be designated as sole sponsor)
- Presentation of webinar(s) of sponsors choosing for LGHN members,
- Front page logo placement and link to sponsor website,
- Logo placement on brochures and promotional information
- Access to LGHN member directory,
- Recognition at LGHN regional and national events,
- Table (8-10 seats) at LGHN annual dinner and awards program,
- Limited use of LGHN logo on company website with approval.

Platinum (one per industry): \$50,000 (?) (three-year commitment)

- Biannual private forum/event with LGHN board of directors,
- Dedicate funds to one or more LGHN program (optional, may be designated as sole sponsor),
- Participate as ex officio member on LGHN committee of sponsor's choosing,
- Presentation of webinar(s) of sponsors choosing for LGHN members,
- Logo on sponsor website page and link to sponsor website,
- Logo placement on brochures and promotional information
- Access to LGHN member directory,
- Recognition at LGHN national events,
- Table (8-10 seats) at LGHN annual dinner and awards program,
- Limited use of LGHN logo on company website with approval.

Gold: \$25,000 (?) (three-year commitment)

- Dedicate funds to one-two LGHN program (optional),
- Presentation of webinar(s) of sponsors choosing for LGHN members,
- Participate as ex officio member on LGHN committee of sponsor's choosing,
- Logo on sponsor website page and link to sponsor website,
- Logo placement on brochures and promotional information
- Access to LGHN member directory,
- Recognition at LGHN regional events,
- Four-five seats at LGHN annual dinner and awards program,
- Limited use of LGHN logo on company website with approval.

Silver: \$15,000 (?) (no multiyear commitment)

- Dedicate funds to one-two LGHN programs (optional),
- Presentation of webinar(s) of sponsors choosing for LGHN members,
- Participate as ex officio member on LGHN committee of sponsor's choosing,
- Logo on sponsor website page with link,
- Logo placement on brochures and promotional information
- Access to LGHN member directory,



- Recognition at LGHN regional events,
- Two seats at LGHN annual dinner and awards program,

Bronze: \$5,000 (no multiyear commitment)

- Dedicate funds to one LGHN program (optional),
- Logo on sponsor website page without link,
- Participate as ex officio member on LGHN committee of sponsor's choosing,
- Logo placement on brochures and promotional information
- Access to LGHN member directory, and
- Two seats at LGHN annual dinner and awards program,

Advocate: Up to \$5,000 (no multiyear commitment)

- Dedicate funds to one LGHN program (optional),
- Logo on sponsor website page without link,
- Participate as ex officio member on LGHN committee of sponsor's choosing,
- Access to LGHN member directory.

Examples of opportunities to showcase business services and products include:

- *Present strategies and solutions via webinars* to address local government challenges and grow the professional capacity and competency of our members,
- *Interact* at the LGHN dinner at the International City/County Managers' Association conference
- *Participate in the biennial conference* as a sponsor, presenter, and/or exhibitor with members and affiliates who have come together to network, learn, and celebrate Hispanic heritage,
- *Participate in LGHN national and chapter joint events* including trainings, information exchanges, networking and celebrations that highlight Hispanic heritage
- *Participate in the LGHN Madrinas y Padrinos* mentorship program with entry level, mid-manager and/or upper management participants, and
- *Participate on LGHN committees* including the international training and mentorships led by LGHN members with other local government professionals in Spanish speaking countries around the world. Other committee opportunities are:
 - Membership development
 - Chapter support
 - Professional development
 - Biennial conference planning
 - Career advancement
 - Communications

Tax exempt status

To become a corporate sponsor and promote your company's commitment to growing the Hispanic local government professionals and NextGen leaders contact us today. LGHN is a nonprofit 501 (c) (3) (Tax ID #52-2298063) and governed by a Board of Directors that represent local government leaders from across the country.



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

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
<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. Meeting held April 20, 2022 <ol style="list-style-type: none"> a. Quarterly budget review and proposed actions to address Management Partners contract amendment – July 2022 b. Recommend candidate to fill the board vacancy – May 2022

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
<p>B. Professional Development Committee Chair - Ramiro Inguanzo – Staff support from Christine</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 • Great resignation – Women’s Lunch, NACA lead 2. Biennial conference committee chairs met 4/28. The conference will remain at the Caribe Royale in Orlando, FL, and span 11/1/23 – 11/4/23 (Wednesday through Saturday) <i>Themes</i>

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
		<p>Connect, collaborate, ...succeed! <u>Tracks and Sessions</u> Expanding borders Smash the “glass ceiling” Leadership lessons and ethics Regionalism best practices Identity issues and related topics International session – one concurrent in each time block IBTS AECOM</p> <p>Grow your community culture Community engagement Civility and crucial community conversations (ethics) What’s stopping YOU? Cultivating your organization’s talent: succession planning Promote Hispanic Heritage in your community and organization Building community inclusivity</p> <p>Innovate and reinvent! Sustainability IBTS, AECOM (transport drones) Affordable housing – new approaches (LIFT/purpose-built communities in Orlando – <i>site visit</i>) SMART cities (panel)</p> <p>3. Annual membership meeting potential date change from October 6-8 to October 20-22 in Chicago, IL due to Chicago marathon scheduled October 9.</p>

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
<p>C. Career Development Committee Chair (and Vice President for Career Development) – Gricelda Estrada – <i>Staff support from Christine</i></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 9:00 am PT/Noon ET
<p>D. Membership Committee Chair and Vice Chair – Bob Harrison and Marcus Steele – <i>Staff support from Karen</i></p> <ol style="list-style-type: none"> 1. Kick off joint membership drive with ICMA <ol style="list-style-type: none"> a. Target membership outreach to Hispanic City managers b. Target membership outreach to state associations to establish partnerships 2. Track membership growth and report regularly to the LGHN board 	<ul style="list-style-type: none"> • Working with ICMA on joint membership drive to recruit new members to LGHN • 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 	<ol style="list-style-type: none"> 1. New Florida Chapter: Collaborating with Latinos in Florida Local Government Management; bylaws agreed upon; volunteers for membership and communications committees requested; options for dues structure reviewed. <i>Working group meeting held April 29 to start the committee planning process</i>

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
<p>3. Work with NACA to increase County membership</p> <p>4. Pursue new regional chapters and set priorities for 2022 (See tools on the LGHN website.)</p> <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 	<p>(Bob), Florida (Raoul/Ramiro), Columbus, OH, Miami/Dade, and future conference locations, etc.</p> <ul style="list-style-type: none"> • Matt asked to join the committee. • Each chapter should appoint a member to the Chapters Advisory Subcommittee 	<p><i>(membership drive, kickoff event, communications). Next meeting TBD.</i></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. <i>Details to be worked out with WCCMA staff and presented at their June board meeting. Meeting scheduled with WCCMA on May 16.</i> 5. New Illinois Chapter: Meeting conducted with GovHRUSA and ILCMA staff in early March. <i>Follow up meeting planned May 6 at 11 am PT.</i>

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
		<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 are 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 April 28, 2022, began drafting a communications strategic plan. Next meeting scheduled May 26 at 10 am PT.
<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 5/4/22
<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 be presented at the LGHN May board meeting.</p> <ol style="list-style-type: none"> 3. <i>April 22 committee meeting: committee recommended a stronger focus on business benefits. Staff researched other organizations, including NFBPA, and revised proposal language and benefit levels. On the May board agenda for discussion.</i>
<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 program as a long-term solution.

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
<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>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. 5. <i>April meeting: debrief from Puerto Rico conference.</i> 6. <i>May meeting: LGHN to review original context for working with Spanish speaking countries and develop the LGHN program. ICMA plan is under development and not available until at least mid-summer. The committee will revisit coordination with ICMA once they have a completed plan.</i>
<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> 	<ul style="list-style-type: none"> • Include on the April Board meeting agenda 	<ol style="list-style-type: none"> 1. <i>Executive committee reviewed applications for the Board vacancy. From the four applicants, the committee recommends Alejandra Lopez to fill the vacancy. Per bylaws, this position will also be on</i>

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 5/4/22
<ul style="list-style-type: none"> 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> 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 		<p><i>the ballot for the 2022 Board elections.</i></p> <p>2. <i>The 2022 nomination and election process begins in May. The selection criteria will be reviewed and affirmed by the Board at the May meeting.</i></p>