

MINUTES OF THE BOARD MEETING
October 28, 2014
Time: 1:30 pm

Vern Riffe Center - 31st Floor
West B
77 South High Street, Columbus, OH 43215

Michael Florez, Chair
Cincinnati

Mary Santiago, Vice Chair
Lorain

Luis "Tony" Ortiz, Secretary
Dayton

V. Anthony Simms-Howell
Cincinnati

Iris Martinez Juergens
Dayton

Emanuel Torres
Columbus

Mike Robinson
Loveland

Jose Feliciano Jr.
Aurora

Dan Ramos
State Representative
District 56 ~ Lorain County

Matt Lynch
State Representative
District 76 ~ Geauga & Portage
Counties

Gayle Manning
Senator
District 13 ~ Huron & Lorain
Counties

Charleta Tavares
Senator
District 15 ~ Franklin County

Attendance

Commissioners - Present

Michael Florez - Chair
Mary Santiago - Vice Chair
Luis "Tony" Ortiz - Secretary
V. Anthony Simms-Howell
Emanuel Torres
Mike Robinson
José Feliciano Jr.
Elizabeth Guzman-Bowman

Legislative Members - Present

Representative Matt Lynch

Commissioners - Absent

Iris Martinez-Juergens- Excused

Staff - Present

Lilleana Cavanaugh - Executive Director
Georgina Alvarez - Organizations Development Center Officer
Lair Marin - Community Liaison

Call to Order

Chair Michael Florez calls meeting to order at 1:30 p.m. and Pledge of Allegiance to the Flag is recited.

Call of the Roll

There are 8 Commissioners present, thus constituting quorum.

Approval of Minutes

Chair Florez present previous meeting's minutes to the board for review and approval.



Motion #1 - 10 - 2014 - To approve the August 26, 2014 Board Meeting Minutes. Moved by Commissioner Mary Santiago. Seconded by Commissioner Torres. Motion carries.

Chairman's Report

Chair Florez declares three points of discussion.

First, he highlights the importance of the Ethics training for Board members, and distributes a list of those who have already completed their training. Chair Florez provides resources as to how the training can be accomplished, and reminds commissioners to fulfill this requirement before end of year 2014.

Second, he congratulates the following Commissioners on their reappointment for the 2014-2015 Board term: José Feliciano Jr., Mary Santiago, and Tony Ortiz.

Third, Chair Florez mentions his attendance at the Ohio Hispanic Chambers of Commerce Meet and Greet, and highlights the valuable interactions and conversations held with the chambers, the important opportunity this event provided for face to face interactions with important government officials, and the prospect of future activities engaging the chambers with the commission.

There is no discussion, Exec. Director Lilleana Cavanaugh is asked to present the agency's report.

Agency Report

Executive Director Cavanaugh highlights a few key items of information from the August and September Reports.

For August, the major event was the Latino Health Summit, which was covered in a report during the last Board Meeting.

For September and October, much energy was focused on organizing the selection of the Distinguished Hispanic Ohioan Awardees, promoting and organizing the gala and participating on Hispanic Heritage Month activities.

Director Cavanaugh provided a brief update on administrative matters, including the ongoing search and hiring of the Public Policy Officer and orientation of the new Administrative Clerk, Briana Black, has been hired to replace Fausto Rivas. Finally, Cavanaugh provides a brief update on her work to support the work of the Organizations Development Center and its initiatives, in particular, the efforts to build the the groundwork for Agenda Latina 2014.



Community Liaison Marin highlights three key items in the Latino Community Network report.

First, she reiterates that the most significant event for the month of August was the Latino Health Summit, and that the Latino Health Summit Report has finally been completed and distributed. Additionally, the Commission has already begun working toward the 2015 Health Summit, with the tentative location being Nationwide Children's Hospital. Marin also declares that Cleveland MetroHealth has expressed interest as a tentative host as well.

Second, Community Liaison Marin provides a brief report on the 2014 Distinguished Hispanic Ohioan Awards Gala which took place on Friday, October 17th at the Hilton in downtown Columbus. The partnership with LEON worked well with an increase in attendance (206 attendees compared to around 180 attendees in 2013, a total of 13 partners/collaborators, and 13 awardees.) Sponsors' positive feedback, has been received and good comments on the networking opportunities, statewide recognition of each awardees' region, and an excellent keynote speech by Representative Dan Ramos. Marin also declares that the date and location for the 2015 DHO Gala have been chosen; it will take place October 16th at the Hilton in Columbus.

Finally, Community Liaison Marin informs the board on upcoming events, including Legislative Visit Day and Agenda Latina; the planning for these events is underway and Marin is helping to coordinate logistics. Finally, the Latino Community Network is currently updating the OLANet database to an Excel sheet while working with Commissioner Robinson to create a virtual map of this data, and is also updating the Latino Media List and a list of translators/interpreters.



Chair Florez asks if there are any questions regarding Community Liaison Marin's report, and there are two points of discussion:

Commissioner Santiago inquires whether the job postings on the OCHLA website are for central Columbus or the entire state. Marin replies assuring that the job opportunities posted can be for anywhere in the state of Ohio. Commissioner Santiago's follow-up question pertains to how the Commission gets this information, and Community Liaison Marin replies that the employment information is sent to her by the different networks or companies and she filters through them.

Secretary Ortiz then inquires whether or not the Commission is charging employers to broadcast their job opportunity information, Marin explains that this is a free public service. He continues by asking if the Commission is able to charge, in response, he is informed that the commission cannot charge for sharing this information as it is considered public service.

Chair Florez and Exec. Dir. Cavanaugh then hand the floor to Organizational Development Center Officer Georgina Alvarez.

To begin, Officer Alvarez presents a few key points of information in relation to grant developments throughout the month of September:

First, the Commission has received approval for the \$2,500 grant for Minority Health Month in April, and is currently waiting for final approval of its letter of intent for a \$5,000 grant for the Minority Health Commission.

Second, information regarding the Preschool Statewide Grant, mentioned in the most recent Board Meeting, has been communicated to the different organizations within Ohio; the deadline for proposals is November 14th.

Exec. Director Cavanaugh offers a point of clarification: She informs the Board that in this process the State of Ohio is applying for a federal grant, and the Commission is working to help Latino organizations be involved in helping the State to build the proposal. This is the first time in which Latino leaders of Ohio have been able to assist in the writing of the grant proposal in its early stages rather than ultimately being included toward the end of the process. Additionally, the Commission has written a letter of support in relation to the grant and remains ready to work with the Governor's office in regards to this particular grant opportunity.



Third, the Organizations Development Center is in the process of updating its grant database.

Next, in regards to Hispanic Serving Organizations, Officer Alvarez updates the Board on the Center's progress with four different organizations:

First, the Center has been working closely with Adelante of Toledo, specifically in helping them develop their profile; work on their strategic plan, develop connections and alliances in their community and increase their visibility and awareness of funding opportunities. Officer Alvarez has been meeting with Exec. Director Guisselle Mendoza for follow-up sessions and to discuss the organization's progress.

Second, Alvarez was able to once again communicate with the Latino Business League of Canton, and continues to be available to support them as needs arise.

Third, she has also kept in contact with Amanecer Columbus and is coaching the group as they explore possible programming opportunities. Finally, Officer Alvarez reports on the meetings with El Barrio of Cleveland and our interest in learn about their workforce development programs, as well as to explore possible partnership possibilities with this organization and other Latino groups around the state.

Finally, to conclude the August -October update, Officer Alvarez mentions a few significant events involving the Center:

First, she relays that the Hispanic Chambers of Commerce Meet & Greet in October was very successful, with all four areas represented, and reminds the Board that more details on the event will be disclosed in the October monthly report.

Second, the next important event the Center will be holding is Agenda Latina, which will take place in November, and the Keynote Speaker will be John Heymann, CEO of New Level Group and Chairman of Social Venture Network. Agenda Latina is a program (by invitation only), geared to target Latino grassroots organizations in Ohio. The event will include the interactive workshops and one to one time on funding, social responsibility and how non profits organizations need to outline their funding strategies. The training will also include presentations from the governor's office faith-based community initiatives as well as two sessions to demonstrate creative new alternatives for funding other than through grants.



Chair Florez then opens the floor for any questions regarding Org. Dev. Officer Alvarez's report.

Seeing none, Exec. Director Cavanaugh then presents three final items to the Board:

First, she demonstrates the new version of the Ohio Latino Affairs Commission's website. Second, she informs the Board on a plan that the Governor's Office of Workforce Transformation has been developing entitled the Ohio Integrated Workforce Plan. With this plan, the State would consolidate the funds and services they provide for the Workforce Investment Act, the Adult Basic Literacy Education, and the Perkins Career and Technical Education funds. Exec. Director Cavanaugh then presents a video related to the topic for the Board *and informs* that the Commission will be creating a campaign to encourage community members to attend public hearings to discuss their opinions on the plan and/or to send public commentary electronically.

Finally, she mentions the SHOP insurance plan for business owners. She will also be sending this information via email and asks that it be distributed throughout the Board Members' respective networks. This concludes the Agency Report.

Chair Florez opens the floor for questions.

Commissioner Robinson asks what title the Commissioners should assume when forming public statements in relation to Commission matters.

Cavanaugh clarifies that general public statements should be assumed as individual's personal opinions, and clarifies that speaking on behalf of the commission should follow the approved Media Guidelines. Furthermore, she clarifies that on occasion the board issues resolutions or talking points to cover general topics of interest or relevance and those are distributed for use by all commissioners.

Chair Florez clarifies that in instances a Commissioner may be approached with questions on particular matters, as long as he/she clarifies his statement as a personal opinion, he/she should be covered. Commissioners do regularly represent the board in meetings and networking events and coordinate such social appearances with the Executive Director of the commission.

Discussion ends.



Motion #2 - 10 - 2014 - To approve August and September reports as submitted. Moved by Commissioner Santiago. Seconded by Commissioner Ortiz. Motion carries.

Committee Reports

Chair Florez then hands the floor to Commissioner Ortiz for an update on the Education Committee. The 2015 Education Summit will be taking place at the University of Akron on March 6th, 2015. The theme is “Addressing the Pipeline Issues,” and the goal is to secure an attendance of about 300 participants. Registration and requests for sponsorship will be available soon.

Chair Florez opens the floor for questions.

Seeing none, Chair Florez then hands the floor to Commissioner Torres for an update on the Workforce & Economic Development Committee.

Commissioner Torres refers to the success of the Hispanic Chambers of Commerce Meet & Greet, highlighting specifically the amount of representation and the conversation which identified many of the needs within specific communities. Torres informs that as a result, the committee expects to increase Local & Regional Hispanic Chamber involvement, increase participation in bidding opportunities and access to resources.

Commissioner Ortiz brings to the Commission’s attention a flyer for the Latino Business Summit which will take place November 10th at Wright State University. He explains that the registration information is on the flyer and asks members to encourage others to attend the Summit. The commission is a partner organization for this event.

As a point of interest, Commissioner Robinson claims that this event is important because it not only allows the Hispanic community to be active in obtaining business resources, but it also shows other communities how Hispanic member are forced to create their own educational or networking events due to the lack of available involvement at other events.

Chair Florez then opens the floor for questions. There are none.

Discussion ends. Chair Florez then hands the floor to Commissioner Robinson for an update on the Health and Wellness Committee.

Commissioner Robinson outlines the general goals for the 2015 Latino Health Summit. He adds that the Summit could be improved if the Commission could use technology in order to allow more people from across the state to observe or interact virtually.



Robinson also reminds the Commission that increased measurable results provided will be increasingly more helpful for constituents.

Community Liaison Marin is permitted a point of information in which she declares to the Board that the Health and Wellness Committee will be inviting three community representatives to become part of the committee: Dr. Maria Pujana from MetroHealth in Cleveland, Dan Almaguer who is the Cincinnati Chair of Health Committee for LU-LAC Ohio, and Jesús Abeille from the Columbus Public Health Department.

Chair Florez opens the floor for questions.

Seeing none, Chair Florez hands the floor to Commissioner Feliciano Jr. for an update on the Civics Engagement Committee.

Commissioner Feliciano Jr. reminds the Commission that the date for the Legislative Visit Day is December 3rd. The Commission will be working with the Chambers of Commerce, LEON, and Rafi Rodriguez as event partners. The theme for this year's Legislative Day is: "Hispanics: in Ohio, an Emerging Engine for the Future."

Chair Florez opens the floor for questions.

Seeing none, Chair Florez then hands the floor to Commissioner Santiago for an update on the DHO Gala.

Commissioner Santiago has two main points of information.

First, she highlights the results of the Gala. Second, Commissioner Santiago reminds the Commissioners that any new media contacts can be added to the media contact list on the website, so they may send press releases regarding events to each main area in the state.

Chair Florez then opens the floor for questions. There are three points of discussion

Commissioner Simms-Howell makes a point of inquiry as to whether local or non-local speakers are more helpful at these types of events. Commissioner Santiago replies that both are helpful, but by bringing a non-local speaker encourages more non-locals to attend the event as well.

Chair Florez asks if there are any more questions on the topic of the DHO Gala.

Comm. Liaison Marin reminds the Commission that next year will be the 35th Anniversary of the DHO Gala. Comm. Santiago also makes a point of information, telling the Commissioners to submit their nominees by May.



Comm. Ortiz makes a point of clarification, asking how many nominees each Commissioner may submit, and Comm. Santiago states that every Comm. is allowed to nominate one person for Nuestra Familia and one person for Distinguished Hispanic Ohioan.

Chair Florez once again asks for questions, and seeing none he moves to old business.

Old Business

Chair Florez indicates four documents in each members' folder that will be considered for board approval. These documents were previously distributed electronically for review by the commissioners, and they are: the OCHLA Political Action Policy, Office Guidelines for Public Policy Engagement, Customer Service Standards Policy, and the DHO Annual Implementation Plan.

First, Chair Florez opens the floor for questions regarding the Political Action Policy, and there are none.

Motion #3 - 10 - 2014 - To approve the OCHLA Political Action Policy as submitted. Moved by Commissioner Guzman-Bowman. Seconded by Commissioner Feliciano Jr. Motion carries.

Second, Chair Florez highlights the Office Guidelines for Public Policy Engagement, and permits Exec. Dir. Cavanaugh to give a brief summary on the policy.

Motion #4 - 10 - 2014 - To approve the Office Guidelines for Public Policy Engagement as submitted. Moved by Commissioner Ortiz. Seconded by Commissioner Torres. There is no discussion, the motion carries.

Third, Chair Florez brings the DHO Annual Implementation Plan to the floor and provides a brief summary.

Motion #5 - 10 - 2014 - To approve the DHO Annual Implementation Plan as submitted. Moved by Commissioner Santiago. Seconded by Commissioner Simms-Howell. There is no discussion, the motion carries.

Fourth, Chair Florez highlights the Customer Service Standards Policy, and permits Exec. Dir. Cavanaugh to give a brief summary on the policy.

Motion #6 - 10 - 2014 - To approve the Customer Service Standards Policy as submitted. Moved by Commissioner Ortiz. Seconded by Commissioner Simms-Howell.

Chair Florez opens the floor for discussion.



New Business

Chair Florez highlights four items of new business.

First, he permits Commissioner Simms-Howell to present a slate of nominees for the 2014-2015 Executive Committee. As a point of clarification, Simms-Howell asks that the Item A be changed to read “Election of New Board Officers.” Chair Florez approves the change. The proposed slate for Board Officers reads as follows: Michael Florez for Chairman, Mary Santiago for Vice Chair, and Luis “Tony” Ortiz for Secretary.

Chair Florez asks if there are more nominations for the 2014-2015 Board Officers. Seeing none, he calls for a vote, the slate is approved.

Second, Chair Florez mentions honorary recognition that Commissioner Simms-Howell received from the Bengals and the Hispanic Heritage Foundation, that is the NFL Hispanic Heritage Leadership Award. The Board congratulates Simms-Howell.

Third, Chair Florez invites Exec. Dir. Cavanaugh to mention that Commissioner Simms-Howell and Commissioner Robinson received the LULAC National Presidential Medal award during the LULAC Gala in Cincinnati.

Fourth, Chair Florez highlights the recognition of Rafi Rodriguez and Richard Gandarillas by the Ohio Veterans Hall of Fame, which will take place November 6th at the Lincoln Theatre in Columbus.

Motion #7 - 10 - 2014 - To open the floor to public commentary. Moved by Commissioner Santiago. Seconded by Commissioner Simms-Howell. Motion carries.

Public present:

- Maggie Mulligan - OCHLA Intern
- Kendra Kelso - OCHLA Intern

There is no discussion.

Motion#8 - 10- 2014 - To adjourn meeting. Moved by Commissioner Santiago. Seconded by Commissioner Robinson. Motion carries.

Board meeting adjourned by Chair Florez at 2:57 pm.

Michael Florez, Chair

Luis “Tony” Ortiz, Secretary



**ADDENDUM TO MINUTES
October 28, 2014**

<u>Motion #1 - 10 - 2014</u>	To approve the August 26, 2014 Board Meeting Minutes.
<u>Motion #2 - 10 - 2014</u>	To approve August and September reports as submitted.
<u>Motion #3 - 10 - 2014</u>	To approve the OCHLA Political Action Policy as submitted.
<u>Motion #4 - 10 - 2014</u>	To approve the Office Guidelines for Public Policy Engagement as submitted.
<u>Motion #5- 10 - 2014</u>	To approve the DHO Annual Implementation Plan as submitted.
<u>Motion #6 - 10 - 2014</u>	To approve the Customer Service Standards Policy as submitted.
<u>Motion #7 - 10 - 2014</u>	To open the floor to public commentary.
<u>Motion #8 - 10 - 2014</u>	To adjourn meeting.



ADDENDUM TO MINUTES

August 26, 2014

ATTACHMENTS

DOCUMENT	AUTHOR
July, August, September 2014 Monthly Reports	Executive Director Cavanaugh
OCHLA Political Action Policy	Executive Director Cavanaugh
Office Guidelines for Public Policy Engagement	Executive Director Cavanaugh
DHO Annual Implementation Plan	Executive Director Cavanaugh
Customer Service Standards Policy	Executive Director Cavanaugh

