

MINUTES OF THE BOARD MEETING February 17, 2015 Time: 10:30 am

Holiday Inn Columbus Downtown-Capitol Square
Room "Salon A"
175 East Town St., Columbus, OH 43215

Attendance

Commissioners - Present

Michael Florez - Chair
Luis "Tony" Ortiz - Secretary
Mary Santiago - Vice Chair
Emanuel Torres
Elizabeth Guzman-Bowman
Gregory Guzmán

Legislative Members - Present

Senator Gayle Manning

Commissioners - Absent

José Feliciano Jr. - Excused
V. Anthony Simms-Howell - Excused
Mike Robinson - Excused

Staff - Present

Lilleana Cavanaugh - Executive Director
Lair Marin - Community Liaison
Georgina Alvarez - Organizations Development Officer
Briana Black - Administrative Clerk
Drania Barahona - Administrative Contractor

Call to Order

Chair Michael Florez calls meeting to order at 10:33 a.m. and Pledge of Allegiance to the Flag is recited.

Call of the Roll

There are 6 Commissioners present, thus constituting quorum.

Approval of Minutes

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

Michael Florez, Chair
Cincinnati

Mary Santiago, Vice Chair
Lorain

Luis "Tony" Ortiz, Secretary
Dayton

Jose Feliciano Jr.
Aurora

V. Anthony Simms-Howell
Cincinnati

Elizabeth Guzman-Bowman
Columbus

Emanuel Torres
Columbus

Mike Robinson
Loveland

Gregory Guzmán, PhD
Maumee

Dan Ramos
State Representative
District 56 ~ Lorain County

Gayle Manning
Senator
District 13 ~ Huron & Lorain
Counties

Charleta Tavares
Senator
District 15 ~ Franklin County



Motion #1 - 2 - 2015 - To approve the December 3, 2014 Board Meeting Minutes. Moved by Commissioner Santiago. Seconded by Commissioner Torres. Motion carries.

Chairman's Report

Having nothing to report, Chair Florez hands the floor to Executive Director Lilleana Cavanaugh for the November, December, and January Monthly Reports.

Agency Report

Executive Director Cavanaugh highlights two key events from the November, December, and January Monthly Reports.

First, Cavanaugh invites Administrative Contractor Drania Barahona to present the report on Hispanic Legislative Visit Day that took place December 3rd, 2014. Ms. Barahona provides general statistics in regards to the event, including over 100 participants and more than 25 Legislative attendees, and relays specific feedback pulled from the surveys that participants completed shortly after the event.

Executive Director Cavanaugh highlights the Legislative Visit Day's theme on Latino success/involvement in the economic sector, and mentions the collaboration with the Ohio Hispanic Chambers of Commerce. She also elaborates on the concept of "Welcome Cities," which was the topic of the final speaker's presentation during that event.

Chair Florez opens the floor for questions in regards to the Public Policy Center Report. There are four.

First, Commissioner Santiago inquires who has the responsibility of planning and executing the agenda for the event so we can effectively integrate the requests divulged from the feedback on this year's Legislative Visit Day. Cavanaugh confirms that the planning is done by through the Legislative Day Committee, so we will have the opportunity to take into account previous participants' concerns and plan accordingly, specifically in relation to the Legislator's involvement.

Second, Commissioner Torres asks the Board if there is any way we can maximize the attendance of Legislators when planning the Legislative Visit Days. Exec. Dir. Cavanaugh responds by informing Torres all legislators are invited to attend, and specific targeted communications are sent to legislators in heavily Hispanic districts. In 2015, we had legislators, representatives from the Governor's office, the Department of Development Services and Department of Administrative Services who attended the event. In order to increase participation from both legislators and the community, it is important for Commissioners to increase their support of the event



by informing their communities' leadership and helping us build attendance for the event.

Chair Florez also responds to Torres' concern by reminding him that the Commission had to change the date for the 2014 Legislative Visit Day from earlier in the year because it had originally been scheduled for Election Day. Therefore, attendance was lower in December due to the lame duck session. Commissioner Ortiz also affirms that in the past there has been good response from Legislators, but it was much easier to confirm their attendance because we had a Public Policy Officer; this will be remedied this coming Visit Day because we will once again have personnel in that position.

Commissioner Guzmán kindly reminds the Board that Legislative Aides who attend these types of events will be just as important as the Legislators themselves because they are likely to be candid and honest with their Legislators in regards to how they should perceive our Commission and the actions they should take in relation to our Latino communities' events or programs.

Chair Florez asks if there are any more questions; there are none. Cavanaugh informs the Board that the 2015 Ohio Hispanic Legislative Visit Day will be taking place May 5th.

Second, Exec. Dir. Cavanaugh invites Organizations Development Officer Georgina Alvarez to give a report on the 2015 Agenda Latina, which was held December 11th at the Holiday Inn Columbus Downtown-Capitol Square. Alvarez reports on four key topics covered for the Grassroots Latino Serving Organizations during the event: Social ventures, effective governance, importance of culture and funding. Additionally, the Governor's Office of Faith-Based and Community Initiatives were able to attend the event and present their initiatives, including the compassion map, a resource that connects grant opportunities with all faith organizations that are involved in community development across Ohio. Alvarez also briefly reports on the Minority Health Grants that the Commission will be utilizing to hold a series of workshops across the State for Minority Health Month, and provides some dates and locations for the events.

Chair Florez opens the floor for questions on the Organizations Development Center Report.

Seeing none, Chair Florez then invites Community Liaison Lair Marin to provide a report for the Latino Community Network.



Marin presents three key items: The finalization of the OLANet and CLOI Catalogues, as well as an update of the ESL Course Catalogue. Both the OLANet and CLOI Catalogues have been updated to the 2015 version, with hard copies already published and electronic version will soon be available on the Commission's website. Also updated for 2015 was the ESL Course Catalogue, as well as job opportunities and internship opportunities for bilingual individuals in Ohio which are updated on a monthly basis.

Chair Flores opens the floor for questions in relation to the Latino Community Network update. There are four.

First, Commissioner Guzmán inquires how an organization can qualify to be a Latino Serving Organization, to which Exec. Dir. Cavanaugh replies by stating that as long as an organization is serving the Latino community, it can apply to be in the OLANet. Guzmán states that he is merely concerned with organizations that try to use the Latino community to make money, but Cavanaugh assures the Board that there is a sound process that an organization must go through with the Commission in order to be registered as a Latino Serving Organization on the directory.

Second, Commissioner Santiago asks Marin if the catalogues/directories are being sent to Ohio Representatives/Senators to inform them of the information available to them, to which Marin replies that she sends updates to legislators' offices twice a year informing them about these resources.

Third, Commissioner Torres inquires if the process of registering as a Latino Serving Organization should be revised or made more resilient, to which Cavanaugh replies that the current process is sound and working well; however, the team is willing to revise it if the need arises. So far, there has not been any problem in reviewing organizations that wish to become part of OLANet using the existing parameters.

Fourth, Commissioner Ortiz asks if there is a process to eliminate organizations that no longer fit the parameters to be on the directory. Marin reports that the agency has not faced this situation yet, but since there are clear stipulations regarding who can be on the directory, we would have the basis to take an organization out of the directory if necessary. She also informs Commissioner Ortiz that the Commission does contact all directory registered organizations a couple times a year in order to check and ensure they that are still active entities, and to confirm whether or not they still implement Latino focused programs and services.

Chair Florez inquires if there are any further questions in regards to the Latino Community Network Report.

Seeing none, Chair Florez opens the floor for a vote to approve the report.



Motion #2 - 2 - 2015 - To approve the November, December, and January Monthly Reports as submitted. Moved by Commissioner Torres. Seconded by Commissioner Guzman-Bowman. Motion carries.

Chair Flores opens the floor to discussion on the November, December, and January Monthly Reports as submitted. There is none.

He then offers the floor to Exec. Dir. Cavanaugh for the next order of business. Cavanaugh presents to the Board the 2014 Annual Report.

Chair Florez opens the floor to questions in regard to the 2014 Annual Report. Seeing none, he moves to accept a motion.

Motion #3- 2 - 2015 - To approve the 2014 Annual Report as submitted. Moved by Commissioner Santiago. Seconded by Commissioner Torres. Motion carries.

Chair Florez opens the floor for discussion on the 2014 Annual Report. There are two point of discussion.

First, Commissioner Santiago commends Exec. Dir. Cavanaugh and the office personnel for their hard work, not only with creating the Annual Report, but for all of the accomplishments highlighted within the Report that the Commission was able to execute throughout the year of 2014. Cavanaugh is grateful, and thanks the office and Board Members for their encouragement and dedication as well.

He then invites to Exec. Dir. Cavanaugh to discuss the next item on the agenda. She presents a letter from Alpha Psi Lambda to the Board.

Exec. Dir. Cavanaugh gives a brief explanation in regards to the fraternity's request for support and collaboration.

Chair Florez opens the floor for questions regarding Alpha Psi Lambda's request.

Motion #4- 2 - 2015 - To approve Alpha Psi Lambda's request under the conditions of their letter. Moved by Commissioner Ortiz. Seconded by Commissioner Torres. Motion carries.

There is no discussion; Chair Florez calls a vote and the request, per the conditions of the letter provided, is approved.

Chair Florez asks Cavanaugh to discuss the Notario Scams Informational Campaign. Cavanaugh provides a brief overview of the campaign and requests Commissioners to provide this information to their communities. Additionally, Commissioners are encouraged to invite personnel from the Attorney General's Office to come to their



communities to present on scams in relation to President Obama's Executive Action on Immigration as well as in regards to tax preparation, housing maintenance, etc.

Chair Florez opens the floor for discussion on the Notario Scams Informational Campaign. He informs the Board that in Hamilton County, there have already been a few scams reported.

There are no questions. Chair Florez proceeds to remind Commissioners to file their Financial Disclosure for 2014 by April 15, 2015. Additionally, Commissioners must complete Ethics Training for the 2015 calendar year.

Chair Florez hands the floor to Commissioner Ortiz for the Education Committee report.

Committee Reports

Commissioner Ortiz has two key points of information.

First, he provides a brief overview on the 2015 Ohio Latino Education Summit, which will take place Friday, March 6th at the University of Akron. He informs the Board that there will be presentations on thirteen Best Practices, and the Ohio Department of Education has been very supportive of this initiative.

Second, Ortiz presents the program College Credit Plus to the Board, and requests that they spread the word on this free education program.

Chair Florez opens the floor for questions in relation to the Education Committee update.

Seeing none he hands the floor to Commissioner Torres for an update on the Workforce & Economic Development Committee.

Commissioner Torres reminds the Board that the last meeting/event relating to this Committee was the October 2014 Hispanic Chambers of Ohio Meet & Greet, as well as their involvement in the 2014 Legislative Visit Day. Torres informs the Board that the Columbus Hispanic Chamber has formalized their Board, but there has not been an executive director elected/identified as of yet. However, Exec. Dir. Cavanaugh reminds the Board that the Chamber does have a President, and plans on electing more members to their Chamber Board as well as an Executive Director.

Chair Florez opens the floor for questions on the Workforce & Economic Development Committee's update.



Seeing none, he then asks Exec. Dir. Cavanaugh if there are any updates regarding the Health Committee or Civic Engagement Committee, and there are none.

Chair Florez then reminds Commissioners Torres and Simms-Howell that reappointment applications should be submitted as soon as possible.

Old Business

Commissioner Santiago informs the Board that the Commission has chosen a date for the 2015 DHO Gala, which will be the night of October 16th. Proposals for the DHO have already been sent it; after the DHO Committee is able to have a conference call and discuss logistics, more information regarding the event will be distributed.

New Business

Chair Florez highlights two items of new business.

First is the swearing ceremony for Commissioner Dr. Gregory A. Guzmán; he is sworn in by the Commission’s AG, Carla Dowling-Fitzpatrick. With his right hand on his grade-school Bible, Commissioner Guzmán, recites the Oath of Office.

Second, he informs the Board that Iris Martinez-Juergens has resigned from the Board and is moving back to Texas.

Public present:

- None

There is no public commentary.

Motion#5 - 2 - 2015 - To adjourn meeting. Moved by Commissioner Santiago. Seconded by Commissioner Guzmán. Motion carries.

Board meeting adjourned by Chair Florez at 11:36 a.m.

Michael Florez, Chair

Luis “Tony” Ortiz, Secretary



**ADDENDUM TO MINUTES
February 17, 2015**

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| <u>Motion #1 - 2 - 2015</u> | To approve the December 3, 2014 Board Meeting Minutes. |
| <u>Motion #2 - 2 - 2015</u> | To approve November, December, and January Reports as submitted. |
| <u>Motion #3 - 2 - 2015</u> | To approve the 2014 Annual Report as submitted. |
| <u>Motion #4 - 2 - 2015</u> | To approve Alpha Psi Lambda's request. |
| <u>Motion #5 - 2 - 2015</u> | To adjourn meeting. |



ADDENDUM TO MINUTES

February 17, 2015

ATTACHMENTS

| DOCUMENT | AUTHOR |
|---|------------------------------|
| November & December 2014, and January 2015 Monthly Reports | Executive Director Cavanaugh |
| 2014 Annual Report | Executive Director Cavanaugh |

