

## MINUTES OF THE BOARD MEETING April 26, 2016 Time: 1:30 p.m.

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Vern Riffe Center  
Room 1960, 19th Floor  
77 S. High St., Columbus, OH 43215

**Luis "Tony" Ortiz**, Chair  
Dayton

**Michael Florez**, Vice Chair  
Cincinnati

**Jose Feliciano Jr.**,  
Secretary  
Aurora

**Mary Santiago**  
Lorain

**V. Anthony Simms-Howell**  
Cincinnati

**Elizabeth Guzman-  
Bowman**  
Columbus

**Emanuel Torres**  
Columbus

**Gregory Guzmán, PhD**  
Maumee

**Rev. Juan Rivera**  
Campbell

**Dan Molina**  
Loveland

### Attendance

#### Commissioners - Present

Tony Ortiz - Chairman  
Michael Florez - Vice Chair  
V. Anthony Simms-Howell  
Beth Guzman-Bowman  
Emanuel Torres  
Dan Molina  
José Feliciano, Jr. - Secretary  
Rev. Juan Rivera  
Mary Santiago

#### Legislative Members - Present

Senator Gayle Manning  
Senator Charleta Tavares

#### Commissioners - Absent

Gregory Guzmán, PhD.

#### Staff - Present

Lilleana Cavanaugh - Executive Director  
Lair Marin- Community Liaison  
Andrea Lewis- Public Policy Officer  
Georgina Alvarez - Organizations Development Officer

### Call to Order

Chair Ortiz calls meeting to order at 1:31 p.m. The Pledge of Allegiance to the Flag is recited.

### Call of the Roll

There are 9 Commissioners present, thus constituting quorum.

### Chair's Report

Chair Ortiz informs the group he will provide a brief report under New Business.

### Approval of Minutes

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**Rick Perales**  
**State Representative**  
District 73 ~ Greene County

**Dan Ramos**  
**State Representative**  
District 56 ~ Lorain County

**Gayle Manning**  
**Senator**  
District 13 ~ Huron & Lorain  
Counties

**Charleta Tavares**  
**Senator**  
District 15 ~ Franklin County



Chair Ortiz presents previous meeting's Minutes to the board for review and approval.

**Motion #1 - 4 - 2016** - To approve the March 10, 2016 Board Meeting Minutes as submitted. Moved by Commissioner Florez. Seconded by Commissioner Torres. Motion carries.

### **Agency Report**

Chair Ortiz hands the floor to Executive Director Lilleana Cavanaugh, she highlights five key items of business for the month of March.

First, Ms. Cavanaugh briefly mentions the 2016 Ohio Latino Education Summit, which took place on March 11th at the University of Toledo, and thanked all Board Members who played a role in the execution of this event. She reminds the Board that they have received the summary report on the Ohio Latino Education Summit in their folders. She also mentions that on March 10th, the Commission held it's first Board Meeting outside of the city of Columbus for this calendar year.

Second, she highlights the success of the Commission to prepare and execute the two 2016 Minority Health Month events, which will be further expanded upon in the Organizations Development Center update.

Third, Ms. Cavanaugh informs the Board about the Ohio Latino Voter Registration Campaign that will be launched and she will discuss more details on this campaign during New Business.

Fourth, she mentions that the Commission will soon be working in full force to prepare for the 2016 Ohio Latino Health Summit.

Finally, Ms. Cavanaugh states that the Commission will be hosting the 2016 Agenda Latina later this year in collaboration with NCLR (National Council of La Raza,) and briefly explains the purpose of this annual event.

Ms. Cavanaugh invites Public Policy Officer Andrea Lewis to provide the March report for the Public Policy Center. Ms. Lewis has one key item of business.

Ms. Lewis briefly expounds upon the bill language included in the Board Members' folders which details a bill to establish an Office of New Americans in Ohio drafted by the New Americans Forum Committee, whose members were convened by Representative Kevin Boyce.



For more detail on the Public Policy Center update, please see the March Monthly Report on OCHLA's website.

Chair Ortiz then opens the floor to questions in regards to the Public Policy Center update. Seeing none, he invites Community Liaison Lair Marin to provide an update for the Latino Community Network. Ms. Marin has four main items of business:

First, she relays information in regards to the 2016 Latino Health Summit, stating that the location for the event has been finalized and will be held at MetroHealth Hospital in Cleveland in August.

Second, Ms. Marin informs the Board that she has been working closely with Commissioner Molina to jumpstart the Latino Leaders Collaborative through establishing networks, distributing invitations and collecting confirmations, drafting an agenda, etc. for the city of Cincinnati's Collaborative. She invites Commissioner Molina to further expound upon the Collaborative's structure and objectives.

Third, Ms. Marin states that the Commission has been working diligently to prepare for the first annual Ohio Medical Interpreting Conference which will take place June 25th at the OSU Wexner Medical Center. She informs the Board that the workshops for the conference have been determined and the Save the Date has been disseminated. She asks that Board Members please get in touch with her if they wish to receive the Save the Date again or if they would like more information.

Finally, she briefs the Board on additional tasks that have been completed by the Latino Community Network such as assisting with the Education Summit wrap-up, updating the Commission's resource databases, promoting jobs and events on social media, handling constituency calls, networking and connecting state agencies, etc.

For more detail on the Latino Community Network update, please see the March Monthly Report on OCHLA's website.

Chair Ortiz opens the floor for questions about the Latino Community Network update. Seeing none, he invites Organizations Development Officer Georgina Alvarez to provide an update for the Organizations Development Center. Ms. Alvarez highlights four key items of business:

First, Ms. Alvarez briefs the Board on the recent completion of her coaching work with Adelante in Toledo and the Spanish American Committee in Cleveland. She states that the Board Members have received the complete report on this initiative electronically, and she concisely explains her objectives in working with each organi-



zation and how their initial goals have been met after one year of mentorship through the Organizations Development Center.

ODC Officer Alvarez describes the work she has been doing with the Ohio Hispanic Chambers of Commerce and Latino Serving Organizations.

Third, Ms. Alvarez briefly mentions her efforts with the Ohio Attorney General's Office through the Victims of Crime initiative to assist Latino Serving Organizations who provide services to victims of crime.

Finally, she informs the Board that the Regional Health Conversations Round 2 which is funded by the Minority Health Grant and is being conducted by Lydia Alejandro is developing remarkably and is tentative to be published in July.

For more detail on the Organizations Development Center update, please see the March Monthly Report on OCHLA's website.

Chair Ortiz opens floor for questions on the Organizations Development Center update. Seeing none, he then presents the March Agency Report to the Board for approval and acceptance.

**Motion #2 - 4 - 2016** - To approve the March Monthly Report as submitted. Moved by Commissioner Florez. Seconded by Commissioner Santiago. Motion carries.

Chair Ortiz then proceeds to the next item of business, the Committee Reports.

### **Committee Reports**

In regards to an update for the Education Committee, Chair Ortiz states that the event had a total of 213 participants, and that the Commission looks forward to next year's summit at the University of Cincinnati.

Chair Ortiz opens the floor to questions in regards to the Education Committee update, and seeing none he then invites Commissioner Guzman-Bowman to provide an update for the Health and Wellness Committee. She highlights one item of business.

Ms. Guzman-Bowman confirms that the 2016 Ohio Latino Health Summit will take place at MetroHealth in Cleveland, and that a Save the Date has will soon be released. The event will take place Friday, August 25th, and there is currently no charge for participants but there is a fee for reservation of exhibitors' tables. In regards to CEUs, Ms. Guzman-Bowman states that the Committee will discuss the possibility with MetroHealth. Ms. Cavanaugh states that typically the Commission requests that participants apply for CEUs through providers for their specific specialties, and



the Commission simply provides the components possible to fulfill the requirements for the application.

Chair Ortiz asks if there are any questions in regards to the Health and Wellness Committee update. Seeing none, he invites Commissioner Feliciano to provide an update for the Civic Engagement Committee.

Commissioner Feliciano does not have an update as this time, as the topic of Latino voter eligibility is being addressed by the Ohio Latino Voter Campaign, which will be discussed in New Business.

Chair Ortiz then invites Commissioner Torres to provide an update for the Workforce and Economic Development Committee. He has one item of business.

Commissioner Torres addresses the success in the Committee's efforts to help unite the Ohio Hispanic Chambers of Commerce, every Chamber has had representation at the Quarterly Meetings. There has been improvement in the Chambers' connectivity to one another, a mission statement and overall objectives have been established, and the Chambers have had the opportunity to meet face to face with a number of state entities to present on workforce and economic development strategies and best practices.

Chair Ortiz opens the floor for questions in regards to the Workforce and Economic Development Committee update. Seeing none, he then proceeds to the next item on the agenda, which is Old Business.

### Old Business

There are five items of business.

First, Chair Ortiz invites Charles Hauser to report on the 2016 Board Retreat. Mr. Hauser outlines challenges faced, annual successes, and overall objectives that the Board expressed at the 2016 Retreat. He provides feedback to areas of importance that manifested during this meeting and how these can be addressed to improve the Commission's operations. He briefly details the Commission's next steps and actions that need to be taken in order to fulfill the retreat outlined objectives.

Chair Ortiz opens the floor to questions in regards to the Board Retreat Report. Seeing none, he proceeds to the next item of business.

Chair Ortiz invites Commissioner Santiago to provide an update in regards to the Distinguished Hispanic Ohioans event location for this year, as well as the location and



format for the coming years. Santiago informs the Board that Commissioner Guzman-Bowman will be joining them as a member of the Diversity and Inclusion Committee for DHO. Santiago states that there is currently a room reserved for the DHO Gala at the Hilton Hotel, however the Committee has been networking with Ohio State University in order to possibly host the event at the Fawcett Center. The Committee is awaiting LEON's on the final reporting for the 2015 annual gala.

Chair Ortiz opens the floor to questions in regards to the DHO format. There are two.

First, Chair Ortiz provides a point of information in which he informs the Board that in the possibility that OSU is able to collaborate with the Commission to host this year's gala, to consider to include the OSU Foundation Office so that any revenue generated by the gala can be contributed to Latino scholarships at the university. Commissioner Molina states that the Commission has multiple events that engage the universities in Ohio, and asks the Board if it would be useful to consider sequencing its events in regards to the universities' collaboration. Commissioner Santiago confirms that this would be something the Commission could implement, as long as all entities involved understand that the purpose of the DHO is to secure recognition for its honorees.

Second, Chair Ortiz asks for clarification on when the Commission will receive confirmation about the possible partnership with OSU. Executive Director Cavanaugh states informs that a decision will be secured for the next Board Meeting..

Commissioner Santiago asks Board members to assist in the timely completion of the nomination forms. Any form submitted with incomplete information will be nullified.

Chair Ortiz asks if there are any more questions in regards to the DHO format. Seeing none, he proceeds to the next item of business.

Chair Ortiz invites AG McNamara to provide a summary of the previous meeting's discussion on the Commission's usage of name OCHLA and Ohio Latino Affairs Commission. He briefly outlines the options for branding mentioned during the last Board Meeting and provides his advice on how the Board should proceed.

Chair Ortiz opens the floor to questions in regards to the OCHLA branding. There are three.

First, Commissioner Torres highlights that the official mandated name of "Ohio Commission on Hispanic/Latinos Affairs" is a more inclusive name than the branding name being used "Ohio Latino Affairs Commission. He expresses a concern if individuals from Spain and/or European Spanish-speakers might feel excluded if the branding



name Ohio Latino Affairs Commission continues to be used. If this is not an issue, , his opinion is that the current use of both names is permissible.

Second, Commission Simms-Howell states that the name Ohio Commission on Hispanic/Latinos Affairs includes both the Spanish language as well as the Latino culture.

Third, Commissioner Molina states that the mandated name (OCHLA) is broad and inclusive enough to provide inclusion of different state and national organizations that the Commission helps to represent.

Chair Ortiz asks if the will of the Board is to maintain the use of only one name, the Ohio Commission on Hispanic/Latino Affairs (OCHLA) as mandated in the Ohio Revised Code. There is general consensus by the Board to use the legal name of the organization moving forward for legal and contractual matters. In regards to branding and public image, the consensus is to continue with the use of Ohio Latino Affairs Commission, thus no motion is made to change the status quo.

Chair Ortiz invites AG Representative McNamara to speak regarding the request for funding support from HOLA.

AG Representative McNamara informs the board that clarification has been received in regards to the questions pertaining to HOLA's one-time grant request. We have received information regarding the fiscal agent, how the grant funds will be utilized, details on audit privileges, etc. The fiscal agent is Lake County Land Bank and the grant request in the amount of \$2,500.00 to cover cost of the design, plan and blueprints required for the USDA grant application.

Chair Ortiz opens the floor to questions in regards to the HOLA Funding Request. There are four points of discussion.

First, Commissioner Molina inquires if it is possible for the fiscal agent to receive the monies and then disperse them to another organization. McNamara replies that fiscal agents oversee the fund use for the particular project only and are bound to a host of ethical and legal responsibilities. Therefore, the funds are targeted only for the specific project; if the agent were to use the funds in a manner other than promised, they would be subject to a variety of legal suits.

Second, Commissioner Torres questions if it is advisable for the commission to release funds to support HOLA when the organization has not yet received 501(c)(3) tax-exempt status. Executive Director Cavanaugh explains that there is a precedent on our grants process and that OCHLA has in the past issued grants to Latino grassroots



organizations that do not have yet received the 501(c)(3) tax-exempt status through a fiscal agent to channel the grant funds.

Third, Commissioner Guzman-Bowman states that to her knowledge the Commission has not yet implemented a process that organizations must follow when requesting grants from the Commission. She is concerned that the commission has not invited other organizations to request or apply for this grant. McNamara states that a process for the implementation of a general policy on grant or funding requests, can be completed if the Board so wishes. He states that it is not necessary for the Commission open up this grant opportunity to more organizations. The commission is responding to a one time grant request. He states that as of now, HOLA has legally complied with the Commission's current policy for requesting funds and has provided a fiscal agent.

Finally, Commissioner Simms-Howell states that the revised funding request includes a fiscal agent with 501(c)(3) tax-exempt status and audit privileges on behalf of the Commission which are reasonable terms by which the Board can approve the presentation of this grant.

**Motion #3 - 4 - 2016** - To approve HOLA's request for \$2,500.00 to cover the design, plan and blueprints needed to complete the USDA grant application.

And, to accept Lake County Land Bank, a 501 c-3 organization as the fiscal agent for this grant. Moved by Commissioner Simms-Howell. Second by Commissioner Florez.

Vote by call of roll:

Ortiz..... Yes  
Feliciano..... Abstention  
Florez..... Yes  
Guzman-Bowman..... Yes  
Molina..... Abstention  
Rivera.....Yes  
Santiago..... Yes  
Simms-Howell..... Yes  
Torres..... No

There are(6) six votes in favor of the motion and therefore the motion passes.

Chair Ortiz asks if there are any more questions in regards to the HOLA Funding Request. Seeing none, he proceeds to the next item of business.



Chair Ortiz invites AG Representative McNamara to state the last item of Old Business, in which McNamara informs the Board he will unfortunately no longer be representing the Ohio Commission on Hispanic/Latino Affairs. He reports that Daniel Murry will be the new AG Representative for the Commission, and Mr. Murry briefly introduces himself to the Board.

Chair Ortiz opens the floor to questions in regards to Old Business, and seeing none he proceeds to the New Business.

### New Business

There are four items of business.

First, Chair Ortiz invites Vice Chair Florez to briefly remind the Board Members of the 2016 Ethics Training and 2015 Financial Disclosure Filing deadlines, and to provide information on how these tasks can be completed.

Second, Chair Ortiz proceeds to the presentation of a Recognition Award for Pablo Núñez of the Ohio Department of Job and Family Services. Ms. Cavanaugh gives a brief background on Mr. Núñez work with State Government and the Board expresses their appreciation for his efforts over the last 30 years.

Third, Chair Ortiz invites Cavanaugh to present the Ohio Latino Vote Campaign to the Board. Ms. Cavanaugh states that information on the campaign is located in the Board Members' folders, and she displays the 2016 Ohio Latino Vote page on the Commission's website. She explains the objectives of this campaign, entities involved, and the implementation of voter registration trainings that will be taking place before the November election. The campaign will run from May 5th, 2016 until the end of Hispanic Heritage Month in October.

Chair Ortiz opens the floor for questions in regards to the Ohio Latino Vote Campaign. There is one. Commissioner Rivera inquires if there is a way to determine the percentage of Hispanic/Latino voters registered in each Board Members' community. Cavanaugh states that she is permitted to request a roster from the Secretary of State and will be approaching their office to retrieve that information and relay the numbers to the Board in order to have a mutual comprehension of Latinos already registered and number of registrants to work toward realizing. She directs the Board's attention to the Interactive Map of Ohio Potential Hispanic Voters by Zip Code, which will also provide information on the number of Hispanic individuals who are eligible to vote in Ohio.



Finally, Chair Ortiz provides a brief overview of the updated Performance Review Policy for the Office of Latino Affairs. Each Commissioner has received a copy of the updated policy. Additionally, Chair Ortiz claims that the Board will have completed Ms. Cavanaugh's performance review by June 30th.

Chair Ortiz opens the floor to questions in regards to New Business and seeing none he moves to provide the Chair's Report. Chair Ortiz informs the Board that he was recently approached by students from Ecuador whose communities have been impacted by the earthquake. A relief truck has been arranged to be filled with supplies and non-perishables on the weekend of May 20th, 2016.

Chair Ortiz opens the floor to questions in regards to the Chair's Report, and seeing none he moves to the next item on the agenda.

**Public present:**

- Pablo Núñez – ODJFS
- Ricardo Granados – MetroParks
- Milena Reina – OCHLA Intern

**Motion #4 - 4 - 2016** - To open the floor to public commentary. Moved by Commissioner Simms-Howell. Seconded by Commissioner Santiago. Motion carries.

Chair Ortiz hands the floor to Ricardo Granados of Franklin County MetroParks, who informs the Board of work the MetroParks has been doing to serve the Hispanic/Latino community of the greater Columbus area within the last few years. He asks that if there is anyway in which the MetroParks is able to assist in meeting the Commission's objectives or vice versa that the Board please get in contact with him.

Chair Ortiz opens the floor for questions in regards to Mr. Granados' comments. There are four.

First, Chair Ortiz asks what would be the best way to contact Mr. Granados. He replies that he will provide his contact inform to Ms. Marin via email, to relay to all members of the Board.

Second, Commissioner Simms-Howell inquires whether or not there is a fee associated with visiting the MetroParks to which Mr. Granados replies that there is not.

Third, Ms. Marin briefly highlights some of the work that she has witnessed Mr. Granados perform since he has joined the Franklin County MetroParks, and informs the



Board that he has invited the Board Members to attend a tour of the Darby Creek Metro Park.

Finally, Commissioner Torres inquires how many parks and/or real estate falls under the Franklin County MetroParks. Mr. Granados confirms that there are nineteen parks over 27,000 acres in seven different counties. He also informs the Board on an event that MetroParks will be hosting at Darby Creek Metro Park for Children's Day this coming weekend.

Chair Ortiz asks if there are any more questions in regards to Granados' comments. Seeing none, he invites Milena Reina, an intern/volunteer for the Commission, to introduce herself.

Chair Ortiz asks if there are any more questions in regards to Public Commentary. There are none.

**Motion #5 - 4 - 2016** - To adjourn meeting. Moved by Commissioner Santiago. Seconded by Commissioner Molina. Motion carries.

Board meeting adjourned by Vice Chair Ortiz at 3:06 p.m.

Luis "Tony" Ortiz, Chair

Jose Feliciano Jr. , Secretary

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**ADDENDUM TO MINUTES  
April 26, 2016**

<b><u>Motion #1 - 4 - 2016</u></b>	To approve the March 10, 2016 Board Meeting Minutes as submitted.
<b><u>Motion #2 - 4 - 2016</u></b>	To approve the March Monthly Report as submitted.
<b><u>Motion #3 - 4 - 2016</u></b>	To approve the request of \$2,500.00 to the fiscal agent of HOLA.
<b><u>Motion #4 - 4 - 2016</u></b>	To open the floor to public commentary.
<b><u>Motion #5 - 4 - 2016</u></b>	To adjourn meeting.



**ADDENDUM TO MINUTES**

April 26, 2016

*ATTACHMENTS*

DOCUMENT	AUTHOR
February 2016 Monthly Report	Executive Director Cavanaugh
HOLA Request Letter	Executive Director Cavanaugh

