



Agenda
August 5, 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

Raoul Lavin

Alejandra Lopez

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 July 8, 2022*
2. Board Meeting Attendance Report for 2022/2021*
3. Financial Reports through August 1, 2022*
4. *Board Approved Via Email a Commitment to Collaborate with IBTS in their Department of Energy RACER Program Application on July 20, 2022**

C. DISCUSSION/APPROVAL:

1. Discuss and Approve Annual Membership Meeting Agenda and Registration Rates*

D. DISCUSSION:

1. Discuss Corporate Sponsorship and Membership Campaign Status
2. Review and Discuss Committee Updates*

E. Information Items

1. DEI Policy Subcommittee Drafting Implementation plan for Board Approval September 2022 (Member comment period expires 8/15/22)

F. Future Board Meeting Agenda Items

1. Management Partners Contract Amendment (October Board Meeting)

G. Adjournment & Future Meeting Dates

1. Friday, September 9, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with Labor Day)
2. *September 17-21, 2022 – ICMA Annual Conference, Columbus, OH*
3. *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*
4. *September 19, 2022 – Affiliates' Reception at ICMA, Hyatt Hotel in Columbus From 5 to 7 pm*
5. Friday, October 7, 2022 – LGHN Board Meeting
6. *October 2022 – NFBPA Emerge Conference, Atlanta, GA*
7. *November 4-5, 2022 LGHN Annual Membership Meeting and Board Retreat, Chicago, IL (Collaborating with GFOA, SGR, ICA, IL-LGHN Regional Chapter and GovHRUSA to develop sessions)*
8. Friday, December 2, 2022 – LGHN Board Meeting
9. Friday, January 6, 2023 – LGHN Board Meeting



Board Meeting Summary of July 8, 2022

Board Members in Attendance: Raymond Gonzales (President), Samantha Tavares (President-Elect), Rolando Fernandez (Past-President), Ramiro Inguanzo, Bob Harrison, Ramiro Salazar, Victor Cardenas, Gabriel Rodriguez, Ramón Pérez-Goizueta, Matt Rivera, Gricelda Estrada, Raoul Lavin, Carlos Baia, Rod Alcazar, and Mariana Bojorquez

Absent: Noel Bernal, and Marcus Steele

LGHN Staff: Christine Butterfield

A. Call to Order/Roll Call/Welcome

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

B. APPROVAL: Consent Agenda – Receive and Approve

- 1. Minutes for Board Meeting of June 3, 2022***
- 2. Board Meeting Attendance Report for 2022/2021***
- 3. Financial Reports through July 5, 2022***

Motion to approve by Bob Harrison
Seconded by Samantha Tavares
Unanimously approved

C. DISCUSSION/APPROVAL:

1. Discuss and Approve Diversity, Equity and Inclusion Policy*

Ray thanked the subcommittee for their work drafting of the final version and the presentation to the Board. Matt Rivera shared his appreciation to the subcommittee as well as offered several minor edits.

Ray proposed that staff share the statement with members and provide a 30-comment period prior to final Board approval. Ramón noted that as a member of the subcommittee, it was the group's interest to develop an LGHN repository of DEI tools, resources, contacts, and best practices.

Raoul asked how the policy would be implemented with corporate sponsors. Ray asked the Board to volunteer to serve on a subcommittee to develop an implementation plan. The following members volunteered: Rolando Fernandez, Raoul Lavin, Gabe Gonzales, Alex Lopez and Ramón Pérez-Goizueta. The Board invited Noel Bernal to attend as well.

Motion to approve by Raoul Lavin
Seconded by Carlos Baia
Unanimously approved

2. Review and Approve the 2022 LGHN Board Election Ballot (Ballot available here [preview link](#))

Christine shared that the ballot was viewable through the preview link. Ray asked the Board for comments. No changes were proposed. Christine noted that staff planned to share the ballot with members on the following business day.



Motion to approve by Ramón Pérez-Goizueta
Seconded by Carlos Baia
Unanimously approved

D. DISCUSSION:

- 1. Discuss FY 2022 and 2023 Budget Update***
- 2. Review and Discuss Committee Updates***

E. Information Items

- 1. Local Government 2030 National Convening - Final Delegate Application Totals, Next Steps***
- 2. Bay Area Tomorrow's Department Head Forum***
- 3. LGHN Final Version - PM Magazine Article***

F. Future Board Meeting Agenda Items

- 1. Management Partners Contract Amendment (October Board Meeting)**

G. Adjournment & Future Meeting Dates

- 1. Tuesday, July 26, 2022 – Madrinas y Padrinos 2021/2022 Program Celebration**
- 2. Thursday, July 28, 2022 – LGHN Urban Farming Webinar 11 am PT/2 pm ET**
- 3. Friday, August 5, 2022 – LGHN Board Meeting**
- 4. Friday, September 9, 2022 – LGHN Board Meeting (Note: Date change to avoid conflict with Labor Day)**
- 5. *September 17-21, 2022 – ICMA Annual Conference, Columbus, OH***
- 6. *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***
- 7. Friday, October 7, 2022 – LGHN Board Meeting**
- 8. *October 2022 – NFBPA Emerge Conference, Atlanta, GA***
- 9. *November 4-5, 2022 LGHN Annual Membership Meeting and Board Retreat, Chicago, IL (Collaborating with GFOA, SGR, ICA IL-LGHN Regional Chapter and GovHRUSA to develop sessions)***
- 10. Friday, December 2, 2022 – LGHN Board Meeting**
- 11. Friday, January 6, 2023 – LGHN Board Meeting**

Raymond adjourned the meeting at 9:47 am PT.

2022 and 2021 Board of Directors Meeting Attendance Summary

Name	Retreat Jan 2022	Feb 2022	Mar 2022	April 2022	May 2022	June 2022	July 2022	Aug 2022	Sept 2022	Oct 2022	Retreat Nov 2022	Dec 2022
Raymond Gonzales	Present	Absent	Present	Absent	Absent	Present	Present					
Samantha Tavares	Present	Absent	Present	Present	Present	Present	Present					
Rolando Fernandez	Present	Present	Present	Present	Present	Present	Present					
Bob Harrison	Present	Absent	Present	Present	Present	Absent						
Ramiro Inguanzo	Present	Present	Present	Present	Present	Present	Present					
Gricelda Estrada	Present	Present	Absent	Absent/ NFBPA	Absent	Absent	Present					
Carlos Baia	Present	Present	Present	Present	Absent	Absent	Present					
Noel Bernal	Present	Absent/ NFBPA	Present	Present	Absent	Present	Absent					
Mariana Bojorquez	Absent	Present	Present	Present	Present	Present	Present					
Alejandra Lopez						Present	Present					
Raoul Lavin	Present	Present	Absent	Present	Present	Absent/ Florida CMA	Present					
Ramón Pérez-Goizueta	Present	Absent	Present	Absent	Present	Present	Present					
Ramiro Salazar	Absent	Present	Absent	Absent	Absent	Present	Present					
Marcus Steele	Absent	Present	Present	Present	Present	Absent	Absent					
Matt Rivera	Present	Present	Present	Absent	Present	Present	Present					
Victor Cardenas – ICMA	Present	Present	Present	Present	Present	Present	Present					
Gabriel Rodriguez- NACA	Present	Present	Present	Present	Present	Present	Present					



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

Account Listing

August 3, 2022

<u>Account</u>	<u>Balance Total</u>
10000 · US Bank - checking	97,343.81
10000 · US Bank - checking:Conference Cash AHLN	6,639.28
10000 · US Bank - checking:Frances Gonzalez Scholarship	12,731.71
10000 · US Bank - checking:Joel Valdez	428.03
10000 · US Bank - checking:LGHN Conference	24,649.21
10000 · US Bank - checking:Operating Cash	29,698.37
10000 · US Bank - checking:Operating Reserves	23,345.35

Local Government Hispanic Network
Budgets vs Actual Budget Performance
 January through December 2022

	<u>Jan - Dec 22</u>	<u>Annual Budget</u>
Ordinary Income/Expense		
Income		
43400 · Direct Public Support		
43455 · Corporate Support	50,500.00	65,000.00
43457 · Scholarship	2,270.00	
Total 43400 · Direct Public Support	<u>52,770.00</u>	<u>65,000.00</u>
46400 · Other Types of Income		
46410 · Advertising Sales	41,250.00	75,000.00
46430 · Miscellaneous Revenue	1.00	475.00
Total 46400 · Other Types of Income	<u>41,251.00</u>	<u>75,475.00</u>
47200 · Program Income		
47230 · Membership Dues		
47231 · Chapters	18,300.00	40,500.00
47232 · Corporate	1,200.00	2,000.00
47233 · Individual	3,358.33	4,500.00
47234 · Local Government	18,750.00	20,000.00
47236 · Membership Discounts	50.00	
Total 47230 · Membership Dues	<u>41,658.33</u>	<u>67,000.00</u>
47270 · LGHN Dinner Registrations	0.00	4,000.00
47271 · LGHN Dinner Sponsorships	0.00	1,000.00
Total 47200 · Program Income	<u>41,658.33</u>	<u>72,000.00</u>
49000 · Special Events Income		
49010 · Special Events Contributions	1,000.00	2,500.00
Total 49000 · Special Events Income	<u>1,000.00</u>	<u>2,500.00</u>
Total Income	<u>136,679.33</u>	<u>214,975.00</u>
Gross Profit	136,679.33	214,975.00
Expense		
60900 · Business Expenses		
60920 · Business Registration Fees	105.41	100.00
60930 · Constant Contact	0.00	250.00
60960 · Merchant Services Fees	1,651.34	2,100.00
Total 60900 · Business Expenses	<u>1,756.75</u>	<u>2,450.00</u>
62100 · Contract Services		
62110 · Accounting Fees	0.00	1,100.00
62150 · Outside Contract Services	92,029.50	100,000.00
Total 62100 · Contract Services	<u>92,029.50</u>	<u>101,100.00</u>
65000 · Operations		
Computer Software	1,360.14	1,000.00
65020 · Postage, Mailing Service	375.21	50.00
65030 · Printing and Copying	545.85	250.00
65040 · Supplies	0.00	50.00
65050 · Telephone, Telecommunications	1,523.28	2,050.00
65060 · Website	8,279.18	12,000.00
Total 65000 · Operations	<u>12,083.66</u>	<u>15,400.00</u>

Local Government Hispanic Network Profit & Loss Budget Performance January through December 2022

	<u>Jan - Dec 22</u>	<u>Annual Budget</u>
65100 · Other Types of Expenses		
Board of Directors Retreat		
Retreat	0.00	1,500.00
Total Board of Directors Retreat	<u>0.00</u>	<u>1,500.00</u>
65110 · Advertising/Marketing Expenses	500.00	4,000.00
65120 · Insurance - Liability, D and O	905.00	900.00
65140 · Contributions	1,500.00	6,000.00
65160 · Other Costs	1,208.28	500.00
65180 · Special Events	0.00	5,000.00
65185 · Program Activities		
Catering	4,000.00	12,000.00
Other Costs	0.00	100.00
Postage/Shipping	0.00	500.00
Printing/Copy	0.00	250.00
Stipends and Speaker Fees	0.00	500.00
Total 65185 · Program Activities	<u>4,000.00</u>	<u>13,350.00</u>
65190 · Special Projects	1,366.73	5,000.00
65100 · Other Types of Expenses - Other	0.00	0.00
Total 65100 · Other Types of Expenses	<u>9,480.01</u>	<u>36,250.00</u>
68300 · Travel and Meetings		
68310 · Conf, Conv, Meeting-Nat'l	0.00	5,000.00
68320 · Meeting Travel-Reg'l	0.00	1,000.00
Total 68300 · Travel and Meetings	<u>0.00</u>	<u>6,000.00</u>
Total Expense	<u>115,349.92</u>	<u>161,200.00</u>
Net Ordinary Income	<u>21,329.41</u>	<u>53,775.00</u>
Net Income	<u><u>21,329.41</u></u>	<u><u>53,775.00</u></u>



Advancing Excellence and Inclusiveness in Local Government

July 21, 2022

Mr. Chris Fennell
Chief Development Officer
Institute for Building Technology and Safety
45207 Research PI
Ashburn, VA 20147

Subject: Letter of Support for “Co-Creating Equitable Energy-Solar (E2-SOL)” Project
DE-FOA-0002597 Renewables Advancing Community Energy Resilience (RACER)

Dear Chris,

The Local Government Hispanic Network (LGHN) is pleased to support the Institute for Building Technology and Safety (IBTS) proposed project “Co-Creating Equitable Energy-Solar (E2-SOL)” as part of the Department of Energy’s Innovative Community-Based Energy Resilience Planning, under its DE-FOA-0002597 Renewables Advancing Community Energy Resilience (RACER).

LGHN is keenly interested in advancing equitable access and outcomes in solar energy planning and project implementation, and with nearly 1,000 members, we are uniquely positioned to assist the project team with member engagement, communications, and product distribution.

Upon award, LGHN is prepared to enter into the necessary agreements with IBTS (the Prime awardee) and to provide all resources as defined in our scope of work, budget, and proposal documents for the project’s duration.

We look forward to a successful application process and to the development and deployment of this exciting project.

Sincerely,

Christine Butterfield
Executive Director

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

4040-0013

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year <input type="text"/> quarter <input type="text"/> date of last report <input type="text"/>
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4. Name and Address of Reporting Entity:
 Prime SubAwardee Tier if known:

* Name

* Street 1 Street 2

* City State Zip

Congressional District, if known:

6. * Federal Department/Agency:

7. * Federal Program Name/Description:

CFDA Number, if applicable:

8. Federal Action Number, if known:

9. Award Amount, if known: \$

10. a. Name and Address of Lobbying Registrant:

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

b. Individual Performing Services (including address if different from No. 10a)

Prefix * First Name Middle Name

* Last Name Suffix

* Street 1 Street 2

* City State Zip

11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

* Signature:

* Name: Prefix * First Name Middle Name
* Last Name Suffix

Title: Telephone No.: Date:

LGHN Annual Membership Meeting, November 4, 2022



Meetings scheduled to be held at the Government Finance Officers Association headquarters located at 203 North La Salle Street, Suite 2700, Chicago, IL 60601



Hotel rooms available at the Hyatt Regency Chicago, 151 East Wacker Drive, Chicago, IL 60601 <https://www.hyatt.com/en-US/group-booking/CHIRC/G-KLGN>



Registration - members \$75, nonmembers \$100 and students \$25

The day will include the following:

- Registration and *light breakfast*
- Opening remarks and welcome - Ray Gonzales (LGHN President), Marcia Conner (NFBPA Executive Director) and Chris Morrill (GFOA Executive Director/CEO)
- Sessions presented by Government Finance Officers Association (GFOA), Strategic Government Resources (SGR) and the Institute of Cultural Affairs (ICA)
- *Lunch*
- Presentation of 2021/2022 Madrinas y Padrinos Reimagined program, results, testimonials and next cycle milestones
- Platicas/speed mentoring, LGHN board members will be assigned to each small group
- Reception following the meeting, sponsored by GFOA (drinks and light snacks), celebration of new chapters
- *More information to come as the agenda is finalized.*

LGHN Annual Board Retreat on November 5, 2022

- Continental *breakfast* 8:30 am
- Welcome 9:00 am to 2:00 pm
- High/lows points from 2021/2022
- Committee results and reports for 2022
- *Lunch*
- Review 2023 workplan
- Review and update the bylaws



LGHN Committee Work Plan and Updates Board of Director’s Meeting August 2022

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
<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 	<ul style="list-style-type: none"> • N/A

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
<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 eight 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. The committee is seeking members to begin meeting monthly to plan the conference beginning in July 2022. The conference will remain at the Caribe Royale in

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
		<p>Orlando, FL, and span 11/1/23 – 11/4/23 (Wednesday through Saturday)</p> <p><u>Themes</u> Connect, collaborate, ...succeed!</p> <p><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 When diversity is under attack, what’s next? Discuss and present LGHN’s DEI policy and explore how communities are navigating state law compliance TBD</p>

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
		<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) Personal professional development and innovating/reinventing ourselves – encore opportunities ASU/ICMA/NFBPA</p> <p>3. New dates for the Annual Membership Meeting and Board Retreat: November 4-5, 2022, in Chicago, IL</p>
<p>C. Career Development Committee Chair (and Vice President for Career Development) – Gricelda Estrada – Staff support from Christine</p> <ol style="list-style-type: none"> 1. Kick off revised Madrinas y 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; 	<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. Conducted program celebration on July 26 9 am PT. 2. Program evaluation underway and results to follow this Fall.

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
<p>University of San Francisco and Monica Hudson)</p> <p>5. Engage more Board members to serve as mentors</p> <ul style="list-style-type: none"> • Regular meeting time: Every other week September through June 		
<p>D. Membership Committee Chair and Vice Chair – Bob Harrison and Marcus Steele – Staff support from Karen</p> <ol style="list-style-type: none"> 1. Kick off joint membership drive with ICMA <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 3. Work with NACA to increase County membership 4. Pursue new regional chapters and set priorities for 2022 (See tools on the LGHN website.) <ul style="list-style-type: none"> • Regular meeting time: Second Friday of the month at 8:30 am PT <ol style="list-style-type: none"> 1. 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 	<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 (Bob), Florida (Raoul/Ramiro), Columbus, OH, Miami/Dade, and future conference locations, etc. • Matt asked to join the committee. • Each chapter should appoint a member to the Chapters Advisory Subcommittee 	<p><u>Formation Targeted in 2022</u></p> <ol style="list-style-type: none"> 1. Florida Chapter: Raoul Lavin agreed to chair the new chapter. Board to be designated by August. Finalize admin support by August. Anticipate LGHN affiliation by end of third quarter. 2. Bexar County/San Antonio, TX Chapter: Have blueprint for establishing Bexar County regional chapter. Exploring admin support – may provide through San Antonio Library Department for first year. Will also explore partnering with Austin region for regional chapter. Expect affiliation by end of 2022. 3. Austin, TX Chapter: reorganizing to set up a regional chapter. Scheduling a meeting with leadership in early July. May have a discussion with Bexar County/San Antonio regarding a combine regional chapter.

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
<p>recognition program. Regular meeting time: Quarterly on the third Friday at 8:30 am PT</p>		<ol style="list-style-type: none"> 4. Colorado Chapter: Finalize volunteer board by August. Kick-off mixer tentatively in Sept. with first prof. dev. Event in the spring. Adams County, CO may serve as administrative lead; also exploring CCCMA and Latino Leadership Institute. Affiliate status in by end of third quarter. 5. Washington Chapter: Finalize bylaws and supporting documents in July/August. Committee meeting in late July and again in August statewide conference to recruit members. Florida state affiliate agreement in the fourth quarter. 6. Illinois Chapter: Following four meetings in June, ILCMA has agreed to serve as LGHN's administrative lead. Finalize bylaws and board appointments in August 2022. ILCMA proposed that IL-LGHN request affiliate status at the state level in the fall. 7. Western Michigan Chapter: In addition to Grand Rapids, members plan to increase the number of jurisdictions

LGHN Committee Work Plans for 2022 and 2023	Board Discussion 1/8/22	Updated 7/6/22
		<p>participating in the chapter. Jane Bias DiSessa (Lansing) assisting. First phase of expansion should be complete by end of 2022.</p> <p><u>Target Formation in 2023</u></p> <ol style="list-style-type: none"> 1. New Mexico Chapter: Spring 2. Potential Washington, DC Metro Chapter 3. California Chapter(s): Considering multiple chapters. First chapter to focus on NorCal in both the East Bay and South Bay.
<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. New website live on June 14, 2022 2. Orientation video prepared for members by Samantha Tavares. 3. Committee preparing strategic communications draft for Board review in September/October.
<p>F. Scholarships and Fund Development Committee Chair - Rolando Fernandez –</p>	<ul style="list-style-type: none"> • Develop a flexible fund development strategy/policy to dedicate and expend 	<ol style="list-style-type: none"> 1. Corporate campaign underway and spanning the summer 2022.

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<p><i>Staff support from Karen and Christine as needed</i></p> <ol style="list-style-type: none"> 1. Discuss funding assistance from ICMA 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 	<p>dollars to an array of LGHN activities (scholarships, operations, conference/programming, marketing/social media, etc.)</p> <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 	<ol style="list-style-type: none"> 2. In late June, sponsor requests emailed to: <ul style="list-style-type: none"> • Ernst and Young • Payments • Segal • Loop Capital Markets LLC • Ameresco • AECOM • Open Gov • Bob Murray and Associates • Teri Black and Associates • Ralph Andersen • Julia Novak • Peckham and Associates • CPS Consulting 3. Meeting with Mission Square on 7/5 – agreed to signature level sponsorship for 2023.
<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) 	<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. International Committee to augment current staff budget and implement training. The training may include webinars, mentoring one-on-one and include training partners. 2. New collaboration discussions underway with IBTS to grow the LGHN network and shape training

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<ol style="list-style-type: none"> 3. Short-term: Use PowerPoint format to adapt and translate training modules 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>and development of local government professionals in Spanish speaking countries.</p> <ol style="list-style-type: none"> 3. Continuing to collaborate with ICMA international global training program as a long-term solution. However, LGHN will proceed independently now to develop programming that meets new member/chapter needs.
<p>F. Nominations Committee – Chair and committee appointed by the President - Staff support from Karen and Christine</p> <ol style="list-style-type: none"> 1. Email members regarding interest in serving and recommendations – 30 days required (<i>May/June</i>) 2. Close member submittals – <i>June</i> 3. Review submittals and conduct interviews (<i>June/July</i>) 4. Board approval at the <i>July or August</i> board meeting 	<ul style="list-style-type: none"> • Include on the April Board meeting agenda 	

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<ul style="list-style-type: none"> 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 		