

NATIONAL HISPANIC COALITION OF FEDERAL AVIATION EMPLOYEES

PO Box 23276 / WASHINGTON, D.C. 20026-3276

EXECUTIVE COMMITTEE MONTHLY TELECON

Telecon Number:	(862) 902-0250	
Date:	November 17, 2014	
Scheduled – Start Stop	5:03 p.m. (Central)	6:02 p.m. (Central)

TELECON INSTRUCTIONS

Today's date is (ANNOUNCE DATE). This TELECON is being recorded. To ensure all telecon participants can hear clearly, please identify yourself before you speak and do not forget to mute your phone (*6) while others are speaking to cut down on background noise. Be mindful of your surroundings, call from a quiet location. Also, please one speaker at a time and keep comments/discussion brief so we ensure everyone has an opportunity to speak within the hour. Let's get started with the Roll Call. If I do not call your name, please identify yourself at the end of Roll Call.

IN ATTENDANCE

President	David Dominguez	X	AWA	Jacqueline Pino	X
Vice-President	Ida Marrero	X	ACT	Roberto Villa	X
Director of Administration	Misty Pena	X	AAL	Sylvia Villa	X
Director of Resources	Erik Salazar	Unavailable	AWP	Dolores Leyva	X
Director of Education	Cynthia Garcia	Unavailable	ANM	Sara Wibmer	Unavailable
Director of Public Affairs	Susie Diaz	X	ASW	Angel Cases	X
Special Assistant	Yadira Lacot	X	MMAC	John Espinosa	X
Special Assistant-East	Oscar Torres	X	ASO	Ed Cardenas	X
Special Assistant-West	Kim Nolan	Unavailable	AGL	Michael Valdes	Unavailable
Special Assistant-Central	Raul Garza	Unavailable	AEA/ ANE	Barbara Lindsay	Unavailable
Legislative Chair	Bill Fernandez	Unavailable	ACE	Laurie Ortiz	Unavailable
Elections Chair	Vacant	Vacant	Corporate Co-Chair	Yami Gonzales	Unavailable
C&B Chair	Bill Fernandez	Unavailable	Membership Chair	Mindy Moreno	X
Corporate Chair	Raquel Ysasi-Huerta	Unavailable	Conference Chair	Don Espinosa	X

CALLED TO ORDER

Called to Order: 5:03 p.m. Roll call conducted by Misty Pena



EXECUTIVE BOARD UPDATES

PRESIDENT'S REPORT – David Dominguez

- Chairs were not requested to attend except for Membership Chair, Mindy Moreno. Chairs will only attend telecons as necessary. Current chairs include:
 - Legislative Chair is now Bill Fernandez. Sadie will continue to support;
 - Membership Chair is Mindy Moreno;
 - Elections Chair is still vacant. If Terri Conde cannot do it, David Gonzales has agreed to perform this function;
 - C&B Chair is still Bill Fernandez;
 - Corporate Relations is now Raquel Ysasi-Huerta, and Yami Gonzales will assist/co-chair;
 - Conference Coordinator is Don Espinosa; and
 - Historian Chair is Ilia Quinones.

Jacqueline has a ton of old photos that she will share.

- FY-2015 - 2nd Quarter Executive Committee meeting will be held in Washington, DC – week of February 16-20, 2015.
- For RCD's that are hosting telecons and/or board meetings, please send information to Ida Marrero, Vice-President. The Executive Board would like to attend these meetings, and help answer questions from the Executive Board level. David will try to make these meetings, as well, as his schedule permits.
- When RCD's brief out, please identify any events that will be held between now and the end of the year. Please send information to Ida and/or Misty Peña. Some RCD's have board members in their area so this will allow us to maximize the use of our budget.
- The Executive Board agreed that we should host three-day training. David explained the time allotted under HRPM 12-6 in regards to amount of time authorized for members to attend. We will try to keep F&B low.

Comments regarding "3-day conference": No comments from Jacqueline, Roberto, John, Ed, and Dolores.

Angel indicated that David stated that members can be authorized 16 hours of administrative time for conference, and more, if manager allows. Angel requested that the agenda be disbursed prior to April. April is midterm time with managers, and this is a good time to discuss attendance at the conference, and a good time to set expectations, so supervisors can feel confident that our training is a part of FAA Training and training that is good for the agency. When it gets approved, we should include the information about time-off, e.g., HRPM 12-6. David stressed that the Executive Board's goal is to get our training approved by January/early February, including the submission to OPM. Last year's conference was approved by OPM.

Sylvia –the amount of time is good for her but not sure about members. She asked how the tentative date was selected. David explained that we looked at other employee associations, best time to travel and ask for annual leave, and not competing with other EA's.



Jacqueline suggested an idea: Normally we travel Monday and Friday but what about traveling on Tuesday and Saturday, so for people with RDO's, there is a possibility of switching RDO's. David explained that this is something we have thought of and considered how much executive support and/or participation at the conference we would get on Friday. In terms of training, it will depend on schedule. The third day we could possibly hold membership meeting.

- Membership News: Recruited 15 members or so.
NEW PROCESS: A new process with how we issue recruiter and recruitee incentive checks. A review of the DOI reports was showing a delay in payroll processing SF-1187's. So we will issue the recruiter and recruitee incentive check when the new member arrives on the DOI report. The reasons for the delays are based on the payroll office. Executive Board made decision to delay the payment of the recruitment incentives until they are picked up on the DOI reports.

ACTION: Mindy will send a message out to the membership explaining this new process.

VICE-PRESIDENT'S REPORT – Ida Marrero

- Contacting RCD's within next 30 days to discuss upcoming events and support from her.
- She has the VP email. Susie will issue new password.

DIRECTOR OF ADMINISTRATION REPORT – Misty Peña

- Been TDY. All minutes will be distributed soon.
- As for RCD attendance on the telecon, Laurie is unavailable due to school.
- A new member recruited last week in Oklahoma City. The paperwork has been sent to Mindy for process.
- For John and MMAC, will be in town the week prior to Martin Luther King.
- For Angel and SW, there was no email received for the event for October 30, 2014.

DIRECTOR OF RESOURCES REPORT – Erik Salazar

Unavailable

David reported that we are on target with budget line items. We were very frugal for FY-2015 1st Quarter meeting in Oklahoma City. We did this in an economical way.

DIRECTOR OF PUBLIC AFFAIRS REPORT – Susie Diaz

- Thanked everyone for articles for La Palabra.
- We received about 23 articles.
- David will announce that Yadira Lacot will take temporary DOPA during her time-off; however, continue to send emails to: DOPA@nhcfae.org.

DIRECTOR OF EDUCATION REPORT – Cynthia Garcia

Unavailable

David reported that we have tentative agenda in place for conference. Do not forget about Membership Tuition.



CHAPTER/REGION UPDATES:

AWA – Jacqueline Pino

- Not a lot going on; however, meeting should occur soon – hopefully, next telecon, more to report.
- Holiday Party – not a lot of participation but will consider.
- Has not connected with Thurman – she wanted to find out if Alex or Yadira wanted to do this. She has not heard back. As for Tony Chu, she will reach out to him.

Yadira asked if we could extend to our members, and David explained if the event turned out well, it may be extended out further. Jacqueline explained it is a long term commitment. David explained it would be different dates.

ACT – Roberto Villa

- Expected to run Employee Association (“EA”) awareness event – now in December. He may send message out to cancel or have someone else run it due to lack of participation. He has to work around space do the health benefits open season.

ASO – Ed Cardenas

- Christmas party at Ida Marrero’s house for December 13, 2014, @ 6:00 p.m.
- Working with Hispanic Unity to try and get a volunteer event. Difficult to schedule due to everyone’s schedules.
- Trying to get road show with First Command but issues with scheduling facilities due to Open Season.

AWP – Dolores Leyva

- Working on Adopt-A-School program that Hawthorne Office is coordinating. Donating office supplies that were pre-purchased.
- Working with San Diego Office to bring back the Adopt-A-Family program.
- Member lunch scheduled for December 17, 2014.

ACE – Laurie Ortiz

Unavailable

ANW – Sara Wibmer

Unavailable



AAL – Sylvia Villa

- Sent message to members to see if anyone is interested in running for open regional board positions, Deputy Director and Director of Resources. Both individuals that occupy the positions now are still interested in maintaining those positions, but wanted to see if others are interested.
- Interested in the Adopt-A-Family.

ASW – Angel Cases

- October 3, 2014 – TSP seminar with First Command. Attended by about 9 members and 4 non-members. Went very well and lots of questions about TSP. One objective was to get people to understand their benefits and what the formulas are for retirement. Will try to do some on the retirement or social security side.
- October 30, 2014 – Veterans event at DFW American Airlines Terminal. There was only one or two other member that attended, not attended well by members. This was the Snowball event – which gives money to veteran’s family who lost a parent during the Iraq war. It raised over \$2 million.
- November 5, 2014 – Veteran’s Day event at RO. Attended by about 12 members. He was able to convince members why they became members. Mindy may have processed.
- November 12, 2014 – attended a Math and Science event at Hurst Middle School.
- For Christmas, sponsoring “the Silhouette’s”, a group of African American and Hispanic young ladies, located in one of the most economically challenged areas in Fort Worth. All of these young ladies are “A” students, and they are trying to do better for themselves. The Chapter will donate money for winter time.
- Will start on Elections for Regional and Local level. Will coordinate with Misty. The elections will be electronically. He is working with Marla, who is a NBCFAE member, and she does electronic voting for NBCFAE. David Gonzales has been working with Marla.
- Working on his retirement – last day is Friday, January 2, 2015.

David congratulated Angel on his upcoming retirement. Angel hopes to get election stuff done before his retirement. Angel explained that the Chapter is not hosting a holiday event due to member’s commitments during this time of year. He does not plan on having an outreach/recruitment event. Because of the stuff he is doing with TSP and Veteran Day event, and getting people involved in Math and Science night, he believes he is getting people to sign up to NHC because they want to be a part of an organization that is doing stuff.

MMAC – John Espinosa

- Last Thursday, 1st Quarter meeting. Hosted a recruitment event at local restaurant/bowling alley. There was a great turn out. Recruited two new members for Southwest Region and OKC Tower, and recruited an Associate Member for MMAC.
- Conducting a coordinated food drive with all of the EA’s at MMAC. Food will be donated to regional food bank – Items are due: December 12, 2014.
- In January, a First Command event will be held. No topic decided yet, but more to come.

David stated that the MMAC helped host the FY-2015 1st Quarter meeting.



AGL – Michael Valdes

Unavailable

AEA/ANE –Barbara Lindsay

Unavailable.

COMMITTEE CHAIR UPDATES

CONFERENCE COORDINATOR– Don Espinosa

David explained that Bylaws authorize a Conference Chair. Don has been appointed the Conference Coordinator.

- As David explained, provisions in Bylaws for Conference Coordinator.
- With conference in Atlanta, Ed and Oscar are a part of the conference team. Conference Chair is co-chaired with Oscar and Ed. Don is the Coordinator. The three of them will report back to the committee.
- Having been involved with conferences in past years, there are a lot of players involved. Director of Education involved in training, Corporate Chair – making sure corporate chairs are accommodated at the conference and their commitment, as for hotel, David took the IOU to get hotel information. Trying to get hotel list down to 3 or 4, David, along with the co-chairs, will look at hotels being recommended. Hope to have the venue approved within the next 45-60 days.
- His role is to coordinate back to the committee and subcommittees involved with the conference and make things smoother with everyone involved.
- Glad to be back and help the NHC. Liked the idea presented by Angel about mid-terms and getting agenda out to the members for IDP purposes. We will have to be innovative to get support so we have to make sure the training venue meets the standards.
- To send ideas/suggestions, send email to: conferencecoord@nhcfae.org. He will be sending out more information soon, and if any training information, send him email, as well as, Director of Education.

David explained that we want to make the 2015 conference as successful as 2014. The changes to HRPM 12-6 are temporary changes, to see how it goes. Considering executives saw what we did at 2014 conference, we can petition the Office of Human Resources (AHR) to return to the authorization of 3 days to attend conferences. Other EA’s will be doing the same. As of now, FAAMA is still authorized 3 days. The HRPM 12-6 is on the FAA website.

ACTION: David will send out final copy of HRPM 12-6 to the RCD’s.

CORPORATE – Raquel Ysasi-Huerta/Yami Gonzales

ELECTIONS – Vacant



MEMBERSHIP – Mindy Moreno

- All member numbers sent out to regions.
- Working with payroll offices – don't know if RCD's have reviewed their list. There has been a lot of membership movement. She did not know if it is payroll issue or employee movement issue. She is in the process of contacting members to find out if employee has moved. If RCD's notice someone that should not be on their list, let Mindy know so we can work it out.
- Questions about cancellation policy. Several changes over past month, which normally happen during March. Members have asked how long it takes, and the only thing she can do is give members the SF-1188 form and direct them to the correct payroll office.
- For the OKC new members, did not receive any for Southwest. Received 2 from WP, 1 from ASO, and 1 from OKC. Waiting for the new members from SW.
- She has 17 pending members with the earliest one being submitted in September 2014.

David, Erik, and Mindy will meet and review information.

C&B – Bill Fernandez

LEGISLATIVE – Bill Fernandez

SPECIAL ASSISTANT – Oscar Torres

SPECIAL ASSISTANT – Kim Nolan

SPECIAL ASSISTANT CENTRAL - VACANT

SPECIAL ASSISTANT – Yadira Lacot

TELECON ADJOURNED

Telecon ended at: 6:02 p.m.

Minutes prepared by:



Misty Peña, National Director of Administration, NHCFAE

