



National Hispanic Coalition of Federal Aviation Employees (NHCFAE) Executive Board Telecon Minutes

Telecon Number	(862) 902-0250		
Topic	Executive Board Monthly Telecon		
Date	April 1, 2014	Scheduled - Start Stop	5:00 PM (Central) 6:23 PM (Central)

Telecon Instructions	<p>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. Let's get started with the Roll Call.</p> <p>EBOARD MINUTES ARE ONLY DISTRIBUTED TO THE EXECUTIVE COMMITTEE</p>
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Roll Call	National Officers	Committee Chair
Attendees	X President – David Dominguez	Corporate Sponsor – Ida Marrero
	Special Asst. to Pres. – Yadira Lacot	Membership Chair – Mindy Moreno
	X Vice President - Don Espinosa	Constitution & Bylaws – Bill Fernandez
	X Director of Administration – Misty Pena	Elections – Celsa Rodriguez
	X Director of Resources - Erik Salazar	Legislative – Sadie Alvarado
	X Director of Education - Raquel Ysasi-Huerta	
	X Director of Public Affairs – Susie Diaz	
	X SA/East – Oscar Torres	
	X SA/Central – Celsa Rodriguez	
	X SA/West – Faviola Garcia	

Agenda	Topic/Discussion
Call to Order	Telecon called to order at 5:00 PM Central
	<p>President – David DOMINGUEZ</p> <ul style="list-style-type: none"> • Our attendance at NATCA's "Communicating For Safety (CFS)" was a success. He hopes to meet with Trish GILBERT next week while in DC. He hopes at CFS next year, we will have more representation at this event. • Plan to contact PASS. • While in DC next week, he has meeting scheduled on Thursday with Peggy GILLIGAN, AVS; Carolyn BOSTICK, HR; Sasha JOHNSON, Chief of Staff to discuss ARCHULETA/ HUERTA opening our conference; and meeting at DOT with Dr. CAMARENA. On Friday, he is meeting with Teri BRISTOL, COO ATO, and Michael BROWN, VP for Terminal Operations. He has a request to meet with Vaughn TURNER. <p><i>Favi asked if David was meeting with Johnnie GARZA – Favi will send the information to David.</i></p> <ul style="list-style-type: none"> • On Thursday evening, he is meeting with the Employee Association Affinity Groups. There are about 20 organizations that may attend this meeting. Everyone should have seen his message. • As of now, still working under the current HRPM so we will have our 3rd quarter Executive Board meeting and looking at tentative dates. Discussion over location of meeting in San Antonio, Texas. He knows Roberto wants us to meet in Atlantic City but the budget will not allow for all board members, so he will consider sending a board member to the Tech Center. <p><i>Erik indicated that ASW suggested we do something in Houston, which is about 2-3 hours away from San Antonio. Discussion over having an EBoard day in Houston and/or a membership event. David asked are we talking about doing a board day there, and Erik indicated that it was suggested we do an event in Houston. The EBoard meeting will be a tight</i></p>

schedule. Don indicated when he talked to Angel a few months back, he had mentioned Houston, but now with Celsa in place, maybe Celsa and Misty can make a visit. Don agreed with David that this meeting will be busy. Don asked for tentative dates for meeting, and David indicated June 16-20, 2014. Because of 45 day limit to get notices out, it will be too close to the deadline. Erik is not available that week. David proposed week of May 19, 2014. All EBoard on the call are available that week. Favi asked if she needed to be at that meeting. David indicated he is not sure about the SA's. He may need to bring in Bill for C&B and maybe elections – but don't know about the entire time. He will figure out who is coming in.

- Good job with events around the country. We need to get last events in prior to the conference while concentrating on the conference. If the meeting goes well with the Affinity Group, possible they will take space at our conference. We will have to work out hotel facilities depending on the registration we have if we have an increase in attendees.

Erik asked about increase in conference participation and would this be for local people. David indicated the increase would be a mixture of both, local and out of the area. David indicated the Affinity Group Presidents are invited and asked Jacqueline for amount of F&B costs for these attendees. Changes will be based on real-time numbers.

- David indicated Celsa is now Special Assistant/President's Representative - Central. He spoke with Angel and discussed future plans.

Celsa indicated she left Angel a message. She heard positive comments about the Leadership Day that was sponsored by NHCFAE, NBCFAE, and TWO at Southwest Region. Angel wants to host an event in Albuquerque like the Leadership event in Fort Worth. David offered to pay for an instructor from DC to assist with the event. As for a Houston membership event, David would like to have those events hosted prior to the conference. Raquel talked about hosting events at Cleveland and Indianapolis. With Celsa, he would like to see Kansas City and St. Louis. Oscar indicated he will start putting data together for Celsa. Celsa reached out to Laurie to get a Kansas City event going.

- As for a trip to Alaska, the trip will have to wait until after the conference due to the budget. He will discuss with Sylvia.
- Upcoming membership events – Kansas, Albuquerque, San Antonio, Houston, and New York.
- Dr. CAMARENA wants to discuss what she can do for training for her members at the conference. He pledged to give an hour or two but he will coordinate with Raquel.
- Notification and Plans of SA's-President's Representatives. David and Susie had a conversation based on some feedback she received locally. There is some concern with the optics of the travel for SA's, what they are doing, and the fact that not every trip is communicated to the board and/or equipment purchases. David indicated that the board and committee embraced the idea that SA's would do outreach and keep RCD's engaged and motivated and there are obvious some costs and overage in travel executive/general. Each particular SA was acting either on behalf of the President and/or with an EBoard member. When the plan was presented, the EBoard had an idea of what the SA's would be doing. When Susie presented this to David, he responded that the plan was briefed and agreed to, including the commitment for the outreach plan. Members who question what we are doing should be informed that we are the plan was to reengage members across the country and travel is necessary.

Favi indicated she was not clear as to what the issue is. She indicated that the SA's are communicating with the board on every telecon. As soon as she receives a list of cities for outreach, she begins working with First Command. Favi explained that she gets her orders from the EBoard. Don agreed and indicated that often times, someone may not be on a telecon and not be aware of an event. He commended Susie for raising the issue and David for addressing it. Often times, we have issues and the issue festers. His thoughts about the concern were that we need to continue to be conscious of the finances. We have seen successes on these recruiting efforts and outreach with members but know there is a cost of doing business. Along with the communicating the event in this forum, if there is an issue to discuss, we can call a special telecon to address an issue. He reiterated that we need to be mindful of spending money at these events but he has not issues and commend everyone for not going outside of the board. Erik indicated that he is kept in the loop of the finance side

because he is Director of Resources (DOR). However, sometimes he may not know about something until it hits a credit card. His only concern is in reviewing all of the expenses, we need to be sure we are saving monies and finding deals for travel. He knows he will have to explain the costs at the August meeting because we are over budget on some of the line items but there is an explanation. When he was in Fort Worth for ASW Quick Book training, there were lots of questions why we are spending so much. He had several questions from Ilia and Angel. He explained that the increase in travel costs and they understood. Ilia and Angel had questions about what are we doing to retain members vs. just recruiting. Erik ended with that we need to be mindful of the cost and making sure that we are trying to get the best deal we can get when traveling. David indicated that we have had discussions about what we are doing and this information was articulated in the board meetings. With that being said, we still have to address member concerns and explain how many members we have recruited and the revenue brought in. The plan has been working. Erik indicated he has been writing several incentive checks as a result of all the events. Erik explained using his Denver event, if we had not been in that location, we would have not recruited the new members. Erik indicated they received several comments about the EBoard members being at this event and the fact that everyone was on leave, it spoke volumes. It made a big impact. Misty mimicked the concerns with the cost. She indicated the SA's roles were discussed at the Chicago meeting and is in the minutes. The events are proving to be successful but always need to be mindful of the costs and purchasing airline tickets as soon as possible. The minutes reflect what the SA's are doing and where they are going; however, if someone finds out about a tentative event that has not been discussed on a telecon, then maybe we should work on a better way to communicate that information. David explained that as an EBoard, we need to be on the same page when we are challenged with expenses. The books and everything we do is transparent. The minutes reflect SA's activities, but maybe we need to articulate that information better. David asked Susie if her concern was addressed, and she indicated "yes". Susie said that everyone is doing what is for the good of the organization but we just need to have more concern about travel and look for better deals. She agrees with everyone. David thought this was a good discussion. This is why he sends out president messages. Erik was questioned directly about amount spent on Denver and he explained the exact amount. Favi indicated we knew going into this plan that there would be costs. Favi discussed that we could use the spreadsheet to track these events and maybe adding a drop down regarding what SA is expected to attend the events. When the spreadsheet was being used to document this stuff, she wanted to know who was doing what. David indicated that as a positive, Susie can now address this with the members. This was a good lesson for us. He thinks we are doing a good job with the expenditures. We are still setting up best practices and lessons learned from past events for future events.

Vice-President – Don ESPINOSA

- Spoke with Sara and she will put a Trip Report for Denver so David can distribute to the membership. Informed David that David VIGIL may contact him. Trip was a success. Thanks to everyone involved.

David asked who would do follow-up with potential members. Erik said that they will coordinate with Randy and Sara. Don indicated that Kathy FLORES will also help us out. Discussion over funding for these meetings and participation by RCD's. We need to talk about costs and travel costs when we are planning. Due to ANM's low budget, we paid hotel nights for Lora and Sara. This is part of our expenditures and building our membership. Because of the members recruited, we can justify the expenditures. David asked if the HIT member contacted Erik, and Erik indicated that he had not heard back from him. David will discuss with Dr. CAMARENA about this.

Director of Education – Raquel YSASI-HUERTA

- Excellent start on the agenda. Waiting on IOU's from David, Don, and herself. Lot of concurrent training sessions and received confirmation from several that will conduct concurrent training sessions. Received concurrence from Veronica VILLALOBOS, and we are working on getting Katherine ARCHULETA, Director OPM, to open conference with HUERTA. Hope to have it done by end of April 2014.
- Working on a membership event in Cleveland with other EA's.
- Working on Cinco De Mayo event.

- First Command held a retirement seminar at the Center. They offered to come back and she will get with them.
- She spoke with Kristen and Brandon – looking at the end of May to host an event.

David asked about CTEC. She talked to Steve on Monday. He scheduled a meeting for 0900 EST, for Friday and David and Don were invited. Kristina returned to work this past week. Steve was going to reach out to her, and Raquel will call her to let her know that she is on the conference agenda. She will contact Jose. With Kristina back, she thinks everyone will be engaged. Jacqueline was going to reach out to Jose for conference support. David will try and be on the telecon on Friday. She hopes to have a briefing for the ECommittee in the near future about CTEC. Favi asked when the agenda will be available to the EBoard. Raquel said once we have more than 50% confirmation, she will send it out. Erik asked about the cost for speakers. Raquel said she only has to be pay for one person's travel. The rest of the speakers are local and from other federal agencies. Majority of training is free.

Director of Resources – Erik SALAZAR

- Briefed out the Denver event March 26-28, 2014. Erik, Don, Sara WIBMER, and Lora SINGH attended this event. There was a packed agenda and had two evening dinners. Two days of meet and greet events, as well as, manager meetings. The group visited the TRACON, ATCT, and Denver ARTCC. Recruited 2 new members: David VIGIL, Denver ARTCC Supervisor and Michael VALENCIA, Denver ATCT Air Traffic Manager. Michael spent lots of time on Friday with the group, including his own personal time. He is excited about the coalition and will be a great advocate for us. There are 3 or 4 more potential members. First command sponsored the two evening events, and contributed \$400. Skyone sent \$25.00 gift cards. Thanks to Favi with Corporate Sponsor. A First Command representative came to the first evening dinner.

Favi asked if First Command attended day time events, and Erik said no. Favi indicated that it was hard to get First Command to participate because Esau was out of the country. Favi stressed that as soon as we get confirmation of the date, she needs to know. First Command gave a check, and Erik will deposit to pay for the dinners.

Director of Administration – Misty PENA

Not reported

Director of Public Affairs – Susie DIAZ

Not reported.

Special Assistant-President Representative West – Faviola GARCIA

- Briefed about the Las Vegas event, which was successful. There were 1200-1600 people attending the NATCA CFS conference. Recruited 7 members. Took a list of potential members. Many individuals indicated this was the first time they ever heard about the Coalition. Lots of individuals wanted to hear about Air Traffic and her perspective.
- For upcoming NATCA conventions, it would be ideal if we had 1 or 2 additional people the night they open the floor to the sponsors. On Monday night, they had a networking session, and lots of individuals came to the booth. Need additional people because the number of questions raised. John reached out to the NATCA President and thanked him for having us. There was a photo with Trish Executive VP and Elena – Chairperson for their Charity Foundation. Favi wrote an article on this event. She is working with Mindy to get the paperwork to her for the new members. Since no format for documenting their information, either giving email or phone number and we will figure out who will follow-up. She let them know that they will be invited to local events. She learned that there are lots of people at Montgomery Field, and she will reach out to Elsa and Connie. Presence alone was awesome. People learned that we were there and signed up. There was some potential for corporate partners and exchanged information.
- As for Alaska, she will postpone.
- Working with Celsa – Favi not planning on going to the Albuquerque event but she will walk it through with Celsa.

David indicated we will strategize on Alaska. David will work it out with Sylvia and coordinate with Favi. Erik asked about the cost. David indicated since that this event is not yet scheduled; we will hold that discussion for a later date. Misty asked if the giveaways were sufficient for CFS. Favi indicated that if there were mints, that would have been great. She said the post-it's were okay. Oscar said the note pads were not that great. As for the pens, the people grabbed. Koozies were popular in Vegas. Items left over will be coordinated with John and Favi. The blue table top was cheesy and horrible. Favi indicated it was really bad. Oscar brought the banner which was a great benefit. Another thing was that she brought in a binder with LP's and conference programs and people flipped through it. Oscar indicated we need to have the latest LP's to hand out. Susie asked if Mindy had sent LP's. David reminded Favi/Oscar to write down the lessons learned and send goodies back to Misty.

Special Assistant-President Representative East – Oscar TORRES

- As for CFS, Oscar asked that the list of potential members be sent to him so they can be located. This conference was unique because each center had a booth and a map of their airspace that they controlled, which made it easy for targeting facilities. The two folks manning the booth at LAX ARTCC were both Hispanics. The connections and networking done was unbelievable. Julian is transferring to Phoenix and will join after he completes his move. NATCA Facility Representatives have knowledge and he will coordinate with them. Made good contact at LAX ARTCC. 7 confirmed members out of Vegas and 12 potential. Paul from PDK was eager to join. He is of Lebanese descent. He wanted information about the Employee Reassignment Request (ERR). Oscar and he discussed this and then Oscar provided additional information to him about ERR. He didn't join for the ERR help but joined because of our message and mission. We should attend this event in the years to come.
- New York and Puerto Rico – he is traveling to New York. He will discuss the funding of the events with David. In regards to Puerto Rico, our presence is necessary due to morale in the facility. He is going to get started on that.
- He has a friend at JFK Tower and Oscar will provide posters. Any literature we provide this individual, he will distribute amongst all the facilities in the New York area. When Oscar travels, he will make sure everything is sorted out. He is emailing with Jose Marrero. Hoping to go to NYC this month.
- As for Puerto Rico – he thinks working with NATCA will assist in these efforts. He will reach out to Facility Representatives.
- ASO purchased a page for the NBCFAE scholarship ball. While at CFS, a controller from Atlanta Center asked for an application. He told Oscar that he is signing up because of the support NHC provided to NBC.

Special Assistant-President Representative Central – Celsa RODRIGUEZ

Not reported

Telecon adjourned at 6:23 PM CDT

Minutes recorded by Misty Pena, National Director of Administration