

# NATIONAL HISPANIC COALITION OF FEDERAL AVIATION EMPLOYEES

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

## EXECUTIVE BOARD WITH COMMITTEE CHAIRS MONTHLY TELECON

Telecon Number:	(712) 775-7031
Date:	APRIL 2, 2019
Scheduled – Start Stop	6:30 p.m. (Eastern)   8:00 p.m. (Eastern)

### **TELECON INSTRUCTIONS**

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	Faviola Garcia	Unavailable	Conference Chair	Ed Cardenas/Ida Marrero	X/X
Vice-President	Bill Fernandez	X	Corporate Partner Sponsor Chair	Raquel Ysasi-Huerta/ Davey Irrizary	Raquel Unavailable/X
Director of Administration	Oscar Torres	X			
Director of Resources	Dolores Leyva	Unavailable but Oscar will brief out for her.	Elections Chair	David Gonzalez	Unavailable
Director of Education	Randall Resto	Unavailable due to Military duty. Ida will Brief out for him	Membership Chair	Yami Gonzalez	X
Director of Public Affairs	Susie Diaz	Unavailable	Social Media/Historian Committee	William "Bear" Velazquez	Unavailable
Special Assistant	Celsa Rodriguez	X	Historian Chair	Hilda Banda	X
Constitution & Bylaws Chair	Misty Pena	X	Social Media Chair	Misael Goicuria	Unavailable
Legislative Chair	Lolly Martinez	Unavailable	Communications Chair	Laurie Ortiz	Unavailable
501c3 Chair	Erik Salazar	Unavailable	Communications Committee	Gerald Acevedo	Unavailable
Membership Committee	Bernice Merly	X			

### **CALLED TO ORDER**

Roll call conducted by Oscar Torres at 6:33pm



## EXECUTIVE BOARD UPDATES

### **PRESIDENT'S UPDTAE – Faviola Garcia**

- Favi was not able to call in
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### **VICE PRESIDENT UPDATE – Bill Fernandez**

- On behalf of Favi, Bill wanted to bring up the AVSED events around the country and Bill noted that Eastern Region has an ACE Camp at the end of April.
    - *Bill asked Yami in membership if she was able to provide some giveaways to Eastern for her ACE Camp and they are putting together a proposal and she will be contacting Maritza in Eastern. Yami is working with Bernice.*
    - *Yami also noted that there was some difficulty with the new website that we are using for the giveaways, specifically with uploading the logo. Edward chimed in and he will provide the appropriate file to facilitate the situation.*
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### **DIRECTOR OF PUBLIC AFFAIRS UPDATE – Susie Diaz**

- Susie was not available
- .....

### **DIRECTOR OF RESOURCES REPORT – Dolores Leyva**

- Dolores was not available but provided an update through Oscar.
  - Dolores reported that we have received \$2,500 in conference registrations so far through the months of February and March
    - *Oscar asked Edward how that figure compares to last year and he noted that we are a little ahead.*
  - The second deposit to the Caribe Hilton Hotel has been made and that was for \$8,773
- .....

### **DIRECTOR OF ADMINISTRATION REPORT – Oscar Torres**

- Randall came down to Atlanta to the Regional Office and met with Bernice and Oscar. They met with Thomas Brackett who is the head of HR in the RO in Atlanta. Also joining them was Anita Brewster. Meeting was about 30 minutes and HR provided some insight on who we could contact in DC. Their input was somewhat limited due to reorganizations in their LOB. Anita provided Randall with a potential topic and presentation for us to consider at the Training Conference.
- Minutes
  - Current minutes have been on the NHCFAE Website. All 1<sup>st</sup> Quarter minutes have been posted up to February. The new method of reporting the minutes is with the idea our members sign up on the member portal of the website and update their information while at the same increasing traffic to the website which highlights our Training Conference.
    - *Oscar asked the Membership Chairs if they have noticed an increase on member profiles created on the website and Bernice mentioned that*



*she has seen some new profiles being created but will report back with more details.*

- FY 19 3<sup>rd</sup> Quarter Meeting
  - Since Favi is not on the line we will hold off on that discussion for a later date.
- Training Conference
  - Since a theme for the conference has been selected Oscar will be sending the official invitations to all the Executives.
  - Oscar will keep the conference committee and the EBoard up to date on the updates of who accepts or declines.
- Next Telecon
  - Oscar will be sending the next EComm Telcon invitation to the EBoard and RCDs and that will be scheduled for April 16, 2019
- Actions Items
  - Oscar will be emailing the EBoard with the most up to date action items that are pending.

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**DIRECTOR OF EDUCATION REPORT – Randall Resto**

- Randall was not available due to Military Duty but provided some information to Ida to brief out.
- Ida is working with Randall to finalize the Training Conference Agenda
  - Ida asked Oscar for a list of the Executives that have confirmed and he will provide it.
  - Randall reported to Ida 80% of the Conference Agenda is complete and he will be sending out the completed version for approval the following week.

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**Special Assistant – Celsa Rodriguez**

- Celsa noted that on behalf of Favi she is scheduling one on one telcons with each of the chairs and Celsa will be contacting chairs individually soon.

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**CONSTITUTION & BYLAWS – Misty Pena**

- Misty inquired about sending out the solicitations for proposals to Constitution and Bylaws early and that will be the case. She will draft a message in preparation for that.
  - Bill mentioned that historically an article is submitted to the La Palabra to announce and solicit any changes or amendments*
- Misty asked if we had decided on a Parliamentarian for the conference.
  - *It was mentioned that McKay Gerber would be asked to fill that role and Oscar will follow up with him but it has been confirmed by Ida that the Vice President of FAAMA will be making the trip to Puerto Rico and not McKay.*
  - *Ida mentioned a coworker who is a member and also a Parliamentarian and that is a possibility to have her.*
  - *Bill mentioned that he has looked for a local Parliamentarian but there are none listed in Puerto Rico.*



- Ida will follow up with several items and will look into getting a volunteer to edit the amendments as they are debated during the membership meeting.

### **ELECTIONS – David Gonzales**

- David was unavailable to call in. Oscar noted that David sent out an email to all members soliciting candidates for the upcoming National Elections which are for President, Director of Administration and Director of Public Affairs. All RCDs will be reminded during the EComm meeting that they will also have to solicit candidates at the local level for the Chapter Director positions and DOA if their local boards have one.

### **CONFERENCE UPDATE – Edward Cardenas & Ida Marrero**

- Edward began and inquired about input on the email he sent out regarding the selected theme and the logo for the conference.
  - Oscar mentioned that the only proposed change would be to change the word Resiliency to Resilience since the latter just rolls off the tongue a little better.
- Edward will forward that recommendation to the conference committee for them to consider that change.
- Edward briefed out that we are about 4 months away from conference and reservation deadline is 3 months away.
- Currently there are 10 individuals registered to the conference.
- Edward will like to make sure that the RCDs help spread the word and get people registered and make hotel reservations.
- The conference website and app are up and running at 100% with no issues and Edward has asked that the EBoard submit their bios and pictures updated.
- Edward has requested a copy of the draft agenda and may consider putting up some of that information on the conference website since some members have inquired about the conference agenda and its content
- The conference committee had another telcon last night and tasks have been assigned to all committee members.
- The Caribe Hilton is still on schedule to open on time after their renovation.
- Ida inquired about the letter to the governor of Puerto Rico and Oscar confirmed that the original letter was edited with some small changes to the language. Oscar will follow up to see if the letter was delivered.
- Advertising for the conference.
  - Edward was asking what forms of advertising will be done to promote our conference and he will wait for some guidance from the EBoard on how to proceed with that.
  - Bill mentioned that the EBoard will discuss the approach on how we move forward with advertising. Bill mentioned that creating a poster and having it displayed at facilities to promote.
- Local management invitations
  - Oscar will follow up with Daniel Melendez in Puerto Rico, so he can proceed and invite the local managers in Puerto Rico.
  - Ida mentioned that an invitation to Juan Fuentes is a must since he is a General Manager that oversees Puerto Rico. Oscar will add him and create an invitation for him. Oscar will also add David Meusel to the list.
- Master of ceremonies



-We have Bernice Merly who has volunteered and the EBoard will follow up to confirm that and have one more person for a total of two.

**CORPORATE PARTNER SPONSOR CHAIR – Raquel Ysasi-Huerta/ Davey Irrizary**

- Davey had a meeting with Andy Quinn and the discussion revolved about Andy’s office reaching out to potential corporate sponsors.  
-Emails were sent out and phone call were made but the end result was not what was expected. Andy’s office is awaiting more
- Davey is finishing up his detail in Washington, DC and will be returning to Atlanta and will continue to work with Raquel and the Corporate Sponsors.  
*-Edward asked if NATCA has been contacted regarding their support and Davey will follow up with Raquel to get an update on that.*

**MEMBERSHIP CHAIR – Yami Gonzalez**

- Yami will be sending the EBoard a complete and updated membership list and also share it with all the RCDs.  
*-Bill inquired about the progress on the membership portal side of the website. More specifically for the RCDs to have access to the member’s information in order to ensure that all their information is correct and all members are accounted for and ensure they are in the correct region.*  
*- Bernice mentioned that they are working on getting as much information on the membership portal but its still a working progress.*  
*- Misty also asked if Abdul can upload the excel spreadsheet that we are currently using so the information is there and available for RCD review. Its understood that not every member will log on but the information needs to be there so we can begin to steer away from an excel spreadsheet.*

**Action item: Oscar will bring up to the EComm that we need to spread the workload across all the regions in verifying all our members and their locations. This will enable RCDs to know their members and also keep an updated list.**

- Bernice as a membership committee member has nothing else to add to the discussion.

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**HISTORIAN UPDATE- Hilda Banda**

- Hilda is preparing an email to the committee and ask for information regarding any and all events around the country. Currently she is not receiving any information to archive so she will make that petition to all.  
*-Oscar mentioned he will follow up with the EComm and make sure that all events and items worth noting be sent to the historian email for archiving.*
- ***Bill closed out the telcon and mentioned again that we have to focus on getting the membership list and all information loaded to the membership database.***
- ***Oscar mentioned that we will need the help of the RCDs on this because they know their chapters best.***



**TELECON ADJOURNED**

Telecon adjourned at: 7:32p.m.

**Minutes prepared by:**



**Oscar Torres  
National Director of Administration**

**Minutes approved by:**



**Faviola Garcia  
National President**

