

# NATIONAL HISPANIC COALITION OF FEDERAL AVIATION EMPLOYEES

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

## EXECUTIVE COMMITTEE MONTHLY TELECON

Telecon Number:	(712) 775-7031	
Date:	Tuesday February 5, 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	X	Conference Chair	Ed Cardenas/Ida Marrero	X/X
Vice-President	Bill Fernandez	X	Corporate Partner Sponsor Chair	Raquel Ysasi-Huerta/ Davey Irrizary	Unavailable/X
Director of Administration	Oscar Torres	X	Legislative Chair	LollyMartinez	Unavailable
Director of Resources	Dolores Leyva	X	Elections Chair	David Gonzalez	Unavailable Briefed by Oscar
Director of Education	Randall Resto	Unavailable	Membership Chair	Yami Gonzalez	X
Director of Public Affairs	Susie Diaz	X	Social Media/Historian Committee	William "Bear" Velazquez	X
Special Assistant	Celsa Rodriguez	X	Historian Chair	Hilda Banda	X
Constitution & Bylaws Chair	Misty Pena	Unavailable	Social Media Chair	Misael Goicuria	X
			Communications Chair	Laurie Ortiz	X
501c3 Chair	Erik Salazar	X	Communications Committee	Gerald Acevedo	Unavailable
Membership Committee	Bernince Merly	Unavailable	Outreach Chair	Carlos Rios	X
Southern RCD	Edward Cardenas	X	Western Pacific RCD	Jonathan Eagle	X
Northwest Mountain RCD	Karen Valdez	X	Southwest RCD	Lydia Gomez-Martinez	X
Aeronautical Center RCD	Veronica Salazar	X	Central Region RCD	Laurie Ortiz	X



Great Lakes RCD	Brendan Villegas	X	Alaska Region RCD	Sylvia Villa Harvath	Unavailable
Tech Center	Roberto Villa	Unavailable	Eastern New England RCD	Maritza Miranda	X
Capitol RCD	Karen Perez	X			

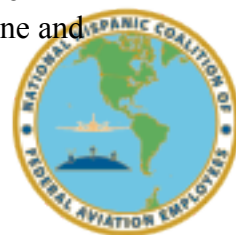
### CALLED TO ORDER

Roll call conducted by Oscar Torres 6:31pm

### UPDATES

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

- Favi welcomed everyone to the Telcon.
- **Government Shutdown and Furloughs**
  - Favi highlighted that there is a potential for another government shutdown but regardless of that she would like to keep momentum going in our organization.
  - She has spoken to almost all the committees and knows that all are playing a role in getting information out to all our members. Favi would be hopeful that Twitter and other social media outlets will be up and running for the NHCFAE to continue to spread the information regarding the furlough and the shutdown.
  - Favi would like to thank all individuals who have asked questions and have provided information to the organization regarding the shutdown. This information is helpful to our members and their feedback was good.
  - There was a lot of information that was shared in personal pages and in our FB NHCFAE page. Favi would like all who have not joined our Facebook to please do so.
- Favi asked everyone to go ahead and introduce themselves and also wanted to go around to the board so they can shortly state what they are working on so all the committee chairs and RCD's can be on the same page and in the loop of everyone's current objectives.
- - Faviola wanted to make everyone aware that due to the shutdown and dues not being collected, the organization is anticipating a loss in revenue of about \$14,000 dollars. The board will have a discussion after this telcon to strategize and see how we can work to recuperate and or look into cuts in order to balance the budget.
  - The furlough has affected our operations already with the cancellation of our 2<sup>nd</sup> Qt meeting. Debate will occur among the Executive board as to whether we should hold the meeting at a later time, a different location or not have a meeting at all.
  - Favi has been in contact with Andy Quinn our Washington Lobbyist and there have been some telcons with the corporate sponsors chairs and strategizing on who to reach out to for potential sponsors. The gameplan has a short deadline and the idea is to have year long sponsors as well.



- **Conference**
  - Favi has visited the conference website so she is glad that the website is up and running.
- **Favi asked if there were some questions?**
  - *Brendan from Great Lakes asked what are the typical costs for an Ecomm meeting like the one that was being planned for DC and that was postponed.*
  - *Dolores did not have the number in front of her but Erik Salazar chimed in and from his experience as DOR he mentioned that the 2<sup>nd</sup> Qt meetings usually run with an expense of \$12 to \$15 thousand dollar. It varies and there is additional money that the chapters get reimbursed for their expenses which average about 5 thousand.*
  - *Ida asked about the lawsuits that NATCA and PASS have filed against the FAA but Favi will be getting more information on that.*
  - *Bill chimed and believes that since we are not a labor union most likely we as an employee association cannot file or join such lawsuits.*
  - Favi is going to follow up with the eboard and get some more information about the Black Coalition joining or filing a lawsuit.
    - *Brendan asked another question and this pertained to Dues being with held. NATCA and PASS stopped dues from being with held and he was asking if we can stop that in the future?*
  - Favi was under the impression that there were no dues that were withdrawn but several employees did have their dues withdrawn when they received a future payment. Favi would prefer that if any member dues are withdrawn that those members contact the Executive Board and we would most likely reimburse those members if our dues withdrawn create an additional item.
    - Oscar suggested that reaching out to Trish Gilbert from NATCA would be the best course to get an answer on Brendan's question. Favi will follow up.

- **VICE PRESIDENT UPDATE – Bill Fernandez**

- Bill has been working on the getting the online applications for the scholarships ready to go. Bill will be sending out a some trial applications to the ecomm to make sure that the application is working properly once it is completed.
- Bill is also working with Erik Salazar to set up a form for the 501c3.
  - *Susie mentioned that she has spoke to Randall (DOE) to try to get this applications up on the website before the deadline. Susie says she can put them up on the website in one day.*

- **DIRECTOR OF ADMINISTRATION UPDATE- Oscar Torres**

- All RCD's will be receiving the 1<sup>st</sup> Qt minutes in the next couple of days. I am just waiting for Favi to complete reviewing them. The minutes were going to be sent out



before the shutdown but they were held back since our members had other things of concern because of the shutdown.

- Once the RCD's receive the minutes they are encouraged to share pertinent information with their members.
- As we all know the 2<sup>nd</sup> Qt meeting was postponed. If we do decide to hold another meeting, please allow some time so we can submit another request to ATO for the Duty Time to attend the meeting. Ronisha Dickerson who is our POC with Teri Bristol is aware of our postponement of our meeting and is looking forward to hearing from us once new dates are selected. All relevant managers and executives in DC were aware that we postponed our 2<sup>nd</sup> Qt meeting. If we do decide to hold another meeting, everyone's manager will be sent a new duty time letter and they will be advised that our initial 2<sup>nd</sup> Qt meeting was postponed.
- Oscar addressed Brendan's question regarding our 3<sup>rd</sup> Qt meeting and it was explained that our 3<sup>rd</sup> Qt meeting will be held in the city where our conference will be in the following year. For example 3<sup>rd</sup> Qt meeting this year held in Indianapolis because our 2020 conference will be held in Indianapolis. This will allow the board and the hosting region begin the preparations like Hotels etc.
- Brendan was advised to let the Eboard discuss more in detail potential dates and or Hotels for the conference in 2020 but Brendan can begin forming a potential local conference committee.

#### **DIRECTOR OF PUBLIC AFFAIRS UPDATE- Susie Diaz**

- **La Palabra**
  - Susie sent out an email to the Eboard regarding La Palabra. The number of articles have been limited due to the government shutdown and she is making a couple of recommendations and get everyone's thoughts.
    - 1) Postpone the next La Palabra issue until May. The may volume will have information on the Elections, the conference and events from the regions
    - 2) Second Option is to have a mini volume of La Palabra which will focus on shutdown articles and Xmas events.
      - *Bear chimed in and offered an article to Susie which can meet the deadline of Feb 22<sup>nd</sup>.*
      - *Favi mentioned that when she spoke to committee chairs and members she would of liked to see an article for La Palabra introducing themselves and inquired if the deadline can be met.*
      - *Bill inquired of the costs involved and or savings if we do not do a Palabra article.*
  - Susie advised the board that a full La Palabra volume runs at about 3 thousand dollars and if we did a mini volume we would be looking at about half of that and or closer to One Thousand dollars. Susie would need to consult with Erik Salazar about a mini volume since he is the point of contact for the publishing. Susie asked Dolores if that expense of 1 thousand dollars can be viable for the Budget and Dolores said yes. It is definitely doable.



- *Oscar mentioned that in the mini La Palabra we should definitely have something highlighting the conference and or maybe an expose on the hotel which will help in promoting it.*
  - *Edward mentioned that Ida and himself can put together an article which will include pictures to promote the conference.*
  - It has been settled that a Mini La Palabra will be published and Susie will send a reminder to everyone about it for articles.
- **Website**
  - Susie would like the EComm to know that the password has been changed for the Ecomm Section of the NHCFAE website. This password is changed every 2<sup>nd</sup> Quarter of every year. All will be emailed the new password in the coming days.
  - Susie is continuously making some edits and fixing any issues that come up on the website. She would like anyone visiting the website to please let her know if any discrepancies are seen on the website.
  - *Bill asked what Susie would need to get the information of the conference on the website since some information is not coming up.*
    - Susie clarified to everyone that there is a certification that needs to be purchased for the website that has to be done every year. She will make that purchase in the next few days and all will be up and running on the website and its links.
  - *Davey mentioned to Susie that he is having trouble finding the bylaws in the website. Susie will follow up with Davey and make sure that its actually there and ensure all is working in the page.*
  - *Oscar also advised everyone on the telcon that after consulting with Susie, the Minutes that get emailed out to all the members will now be posted in the member section of the NHCFAE website. Ideally this is to promote more visits to our website and to get as many members as possible to register in the member portal and submit their information so we can keep updated information on our members.*

**DIRECTOR OF RESOURCES UPDATE- Dolores Leyva**

- Dolores has filed the tax returns for the organization last week and she has shared a copy with the Eboard.
- There will be another deposit for The Conference Hotel in early April. This is the second deposit.
- Quarterly Budget reports are due at the end of this month and they will be paid out shortly after.

**DIRECTOR OF EDUCATION UPDATE – Randall Resto**

- Randall was not able to call since he was on military duty.

**SPECIAL ASSISTANT TO THE PRESIDENT UPDATE- Celsa Rodriguez**

- Nothing to report at this time.



### **501 C3 CHAIR UPDATE – Erik Salazar**

- The 501 c3 Is an IRS distinction of being a tax exempt non profit. This was created in 2018 while Erik was the DOR of our organization. Its important to note that this is separation stand alone organization from our organization. Since our organization has a legislative aspect that is the reason why it cannot be a 501c3.
- Our 501c3 is something like a scholarship fund and charitable foundation.
- The original intent of the 501c3 was to replace the FEEA Scholarship since we are not partnering with them for some time now.
- Erik knows that there is great potential with the 501c3 and one of it biggest advantages is that all donations made to the 501c3 are tax deductible.
- Erik is chairing the 501c3 committee which is still in the process of being created.
- Erik has also been working the Conference Chairs and the hotel in the Puerto Rico to ensure that our F&B and A/V is tax exempt. Erik is looking into the Puerto Rico Laws and see what can be done.
- The 501c3 scholarship fund will be available to all our members, their dependents and spouses. It will have the same criteria as FEEA. The amounts will be determined by what is raised for that year. I.e Auctions, 50/50 raffles etc..
- We currently have \$1,500 in the 501c3 fund at the moment and its distribution will be discussed among Erik and the Executive Board.
- Erik has been working with Bill Fernandez and setting the online application for the 501c3 scholarships so it can be automated.
- An email to the membership will be prepared with all the details of the 501c3 and its deadlines.
- Erik will also share information with DOPA Susie so more information is on the NHCFAE webpage.
  - *Susie chimed in and mentioned that she has noted on the NHCFAE website that we have a 501c3 status.*
- Erik would like to remind all the RCDS and there is a letter available to anyone in our organization identifying our 501c3 status and this letter can be made available to businesses as well if they are interested in donating .
  - *Favi mentioned that she has been in discussions with Erik and try to establish a campaign in order to raise funds for the 501c3 and she would like to partner with the new committees in communication in order to get this message out maybe a few months before conference.*
  - *Favi would like all committees to strategize and see how this message can be sent out and be seen by as many people as possible.*

### **SOCIAL MEDIA CHAIR UPDATE - Misael Goicuria**

- Misael introduced himself and gave everyone some information about his background.
- He has been with the FAA for 2 years a COMM technician and before he was with APPLE. Misael also served in the Coast Guard for 10 years.
- He will serve as our Social Media chair/expert and he will also be working alongside Susie at DOPA, Hilda Banda, Laurie Ortiz and Bear Velazquez.



- Facebook page is active and we are encouraging all our members to go ahead and join that page.
- Misael is working on opening up more social media platforms like Twitter and Instagram. Promoting hashtags with our messages is something that is encouraged for example #NHCFAE

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**SOCIAL MEDIA/ HISTORIAN COMMITTEE – Bear Velazquez**

- Bear introduced himself to the group. He works out of the San Antonio FSDO office and he is an Aviation Safety Technician.
- Bear has a background in computers and does analyst work for the FAA.
- Bear has served in the Army as a paratrooper and Military policeman.
- He is involved with other non profits and he is committed to help the NHCFAE in anyway possible and even more in his role in Social media and Historian committees.

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**HISTORIAN UPDATE- Hilda Banda**

- Hilda introduced herself to the group. She has been with the FAA for 15 years as a communications technician. She is the OSS for training in the Houston District and has been working with Misael in keeping the Facebook page for the Houston Chapter up to date.
- For her role as Historian Hilda is aware that her tasks is to collect or pertinent information regarding the organization. For example she was taking photos during our last conference in Ft. Worth and stored and shared with DOPA Susie Diaz and Misael.
- Hilda will be reaching out to members and ask to share any information, literature, photos of past conferences and or events and articles so they get be archived properly.

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**CORPORATE PARTNER SPONSOR CHAIR – Davey Irrizary**

- Raquel was not able to call in.
- Davey briefed out that he will be getting together with Raquel and they will be reaching out to the corporate sponsors that they have identified. The main goal is to raise as much money as possible.
- An article is ready to be submitted to La Palabra so Raquel and Davey can formally introduce themselves to the membership.

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**ELECTIONS – David Gonzales**

- David was not able to call in but he was able to submit some information to Oscar.



- David wanted everyone to know that National Elections for this coming 4<sup>th</sup> Qt will be for National President, Director of Administration and for Director of Public Affairs.
- Solicitation for candidates will be sent out around March and the deadline for any candidates to submit their interested is May 9<sup>th</sup>2019.

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**OUTREACH COORDINATOR UPDATE – Carlos Rios**

- Carlos was on the line earlier but had to drop off due to work.
- He works out of Tampa and he wanted to let everyone know that he wanted to reach out to all the members in a more personal way and not just a flood of emails. Phone calls etc.
- One of his main goal in Outreach is to try to get as many people to upload their information in the member Portal section of the NHCFAE website which would include a picture in everyone’s profile.
- He will need the support of the Eboard to try to gather as much information as possible.

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**MEMBERSHIP CHAIR UPDATE – Yami Gonzalez**

- Yami reports that there were 3 drops when it comes to members during Pay Period 27.
- 2 new member applications have been received and they will be processed in the coming days.
- There are currently 4 pending members that still need to be processed and Yami will be following up.
- Currently we have 527 members
  - *Oscar asked Yami to please send the eboard an email regarding the 3 drops that were reported to see if we can follow up if they were not retirements.*
- Yami elaborated a little on the roles of Bernice Merly in the Membership committee and she explained that Bernice is currently handling all new member information that is being uploaded on the Member Portal area of the NHCFAE website. Bernince is working with Susie in DOPA in that aspect.
- Yami is reporting that there has been a slight increase on members logging on the NHCFAE website and setting up their member portal profiles.
  - *Favi mentioned that part of the outreach efforts of Carlos Rios is to reach out to as many members as possible and let them know about the member portal and have them update their profile and information.*

**CONSTITUTION & BYLAWS – Misty Pena**

- Was not available to call in.
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- **LEGISLATIVE UPDATE – Lolly Martinez**
- **Was not available to call in.**

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

- **Update on progress for Conference (Edward)**
  - There have been a couple of meetings with the Hilton Caribe and briefings regarding that with Ida. The Hotel is scheduled to fully renovated and open for business by May 1<sup>st</sup>.2019. For our conference everything is on schedule. I.e Conference rooms and Hotel rooms.
- **NHCFAE CONFERENCE WEBSITE.**
  - The website is up and running.. All the links have been checked. Edward is asking everyone that if they find and or see any discrepancies on the website to please report it to DOPA or Edward right away.
  - Edward and Susie have made their hotel reservations already so that portion of the website is verified.
  - [WWW.NHCFAECONFERENCE.ORG](http://WWW.NHCFAECONFERENCE.ORG)
  - Registration for the conference is almost complete. The website is accepting registration but there are some final touches being done by Abdul our webmaster.
- **Ida**
  - Ida met with Edward and they went over the details over the progress of where we are when it comes to the conference.
  - Edward has shared hotel information with Ida and the conference Chair SOP.
    - *Oscar Asked if the price is set for registration and Edward confirmed that the price will remain the same as last year in Ft. Worth, \$275 and \$300 for non members.*
    - *Susie chimed and made everyone aware that there are some updates that they are still working on the conference website.*
  - Edward noted that the NHCFAE app is available for download for Iphones. There are still some issues for Android phones and those are being worked out.
  - Edward also mentioned the registrations should be fully functioning in about 2 weeks.

### **REGIONAL CHAPTER DIRECTOR UPDATES**

#### **SOUTHERN REGION – Edward Cardenas**

- For xmas there was a get together in the region but there has not been much activity due to the government shutdown. Edward Thanked Yami Gonzales for her help in the Xmas get together and several other tasks for the Southern region.
- Edward has been working with several non profit organizations and he attended a meeting with Habitat for Humanity and he is now a volunteer and he will share this information with the members since it's a great organization and they always need help in building homes for the less fortunate.
- Edward is evaluating the Budget to ensure that he can support as many members as possible to attend the conference in San Juan.



- *Oscar advised Edward that he will be working with Carlos Rios to transition the DOR role for Southern region since he was the only person that volunteered for that position.*

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**GREAT LAKES REGION – Brenadan Villegas**

- Brendan was limited on time so he had to drop off from the call.

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**EASTERN NEW ENGLAND – Maritza Miranda**

- Maritza will be partnering with the Black Coalition and they will be hosting an ACE camp the week of April 22<sup>nd</sup>. She is scheduled to meet with her POC this week and they will go over the details.
  - *Favi requested that Maritza reach out to her so they discuss that ACE Camp further.*

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**CAPITOL CHAPTER – Karen Perez**

- The chapter partnered with the Black Coalition and provided Lunch to employees at Dulles tower last Monday. FAA Broadcast reached out to Karen regarding that so they may be something published highlighting that soon
- A representative from First Command reached out to Karen and offer support. First Command did partner with the Black Coalition during the shutdown. Karen will be meeting with that representative to discuss possibilities in the coming week or two.
  - *Favi mentioned to Karen that she is working with Andy Quinn and see if maybe we can get First Command back as one of our sponsors so Favi would like to be kept in the loop on that.*

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**WESTERN PACIFIC CHAPTER – Jonathan Eagle**

- Jonathan was on the line but he had to drop off because of work but he sent Oscar some notes which are the following.
  - Jonathan had a question about the lost revenue to airfares due to the shut down. How and or if the chapters will be reimbursed.
  - *Favi asked Dolores to follow up with Jonathan regarding that lost revenue.*
    - Jonathan will have a STEM event in SOCAL with NATCA scheduled next year.
    - He will be attending the PWC conference coming up on March 13<sup>th</sup> and he wanted to let the board know that he only got approved for 1 day to attend and he will look for other individuals in his chapter to attend the other days and man the NHCFAE table.
  - *Oscar mentioned that this was part of his briefing with all the RCDs for the 2<sup>nd</sup> qt meeting that was postponed. I wanted to go over the calendar of the entire year and all the conferences going on around the country and I wanted to strategize to see how we can ensure that we attend every conference in each city and supporting the local chapters to do so.*
  - *Favi is planning to attend the PWC conference.*
    - Jonathan also wanted to note that he as other events coming up in May
    - He wanted to note that his employee association dues were deducted from any small check he received.



- *Favi asked Dolores to see if there were deductions made for employee association dues during the 1<sup>st</sup> pay per period.*

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**NORTHWEST MOUNTAIN – Karla Valdez**

- Nothing to report at this time for Northwest Mountain.
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**SOUTHWEST REGION – Lydia Gomez-Martinez**

- Lydia wanted everyone to know that all the information that she was sharing during the shutdown was coming from her Service Center Director Andy Ashley. He was having telcons twice a week there in the Southwest. Lydia did mention to him that all that information was very helpful. The telcons were stopped due to some legal issues.
- Lydia is looking to meet with her team in southwest and try to go over some fund raising ideas and manage their budget and the area chapter budgets. Ideally would like to support as many members from her chapter to attend the conference in San Juan, PR.
- Lydia thanked Hilda, Bear and Misael for stepping up in the chapter and nationally.

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**TECH CENTER –Roberto Villa**

- Roberto was not available to call in.
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**MMAC AERONAUTICAL CENTER – Veronica Salazar**

- The chapter will be having their next member meeting Feb 21<sup>st</sup>
  - There were some members in the chapter that went to the Oklahoma University and participated in some ESL Classes and communicated with many students about aviation careers. There were many people from countries around the world. Japan, North Africa etc.
  - Some of the members along with Veronica attended a salsa lesson and the members had a lot of fun and she plans on continuing to support such events so the chapter can enjoy themselves more.
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**CENTRAL REGION, Communications Committee Chair – Laurie Ortiz**

- Laurie will be meeting the president of the Black Coalition since he was working in the airports Division and they were not affected by the shutdown.
- For communications she is willing to work with Favi to deliver a message to the membership for President’s day.
- Laurie is also the Communications chair and has Gerald Acevedo on the committee.
  - *Favi mentioned that Laurie will play a big part in drafting messages for the membership for different occasions and she will work hand in hand with the social media chair and committee.*

**Special Assistant – Celsa Rodriguez**

- Nothing to Report at this time.

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**CLOSING REMARKS BY FAVI TO THE ECOMM**



- Favi wanted to thank everyone for the calling in the telcon and she wanted all of us to get together on this telcon and get to know each other.

**TELECON ADJOURNED**

Telecon adjourned at: 8:26p.m.

**Minutes prepared by:**



**Oscar Torres  
National Director of Administration**

**Minutes approved by:**



**Faviola Garcia  
National President**

