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:	October 16, 2018	
Scheduled – Start|Stop	6:30 p.m. (Eastern)	7:45 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	AWA	Karen Perez	X
Vice-President	Bill Fernandez	X	ACT	Roberto Villa	X
Director of Administration	Oscar Torres	X	AAL Acting	Sylvia Villa Harvath	Unavailable
Director of Resources	Dolores Leyva	X	AWP	Jonathan Eagle	X
Director of Education	Randall Resto	X	ANM	Karla Valdez	X
Director of Public Affairs	Susie Diaz	X	ASW	Lydia Gomez-Martinez	X
Special Assistant	Celsa Rodriguez	X	MMAC	Veronica Salazar	X
AGL	Brendan Villegas	X	ASO	Ed Cardenas	X
Legislative Chair C&B Chair		Unavailable	AEA/ ANE	Maritza Miranda	X
Elections Chair	David Gonzales	Unavailable	ACE	Laurie Ortiz	Unavailable
Corporate Partner Sponsor Chair	Raquel Ysasi-Huerta/ Davey Irrizary	X/X			
Conference Chair	Ed Cardenas/Ida Marrero	X/X	Membership Chair	Mindy Moreno	Unavailable

CALLED TO ORDER

Roll call conducted by Oscar Torres 6:33pm

EXECUTIVE BOARD UPDATES

PRESIDENT'S REPORT – Faviola Garcia

- Favi welcomed everyone to the Telcon and thanked everyone for calling and she recognizes the challenges that some callers have to call in on Tuesday but it is the only day where mostly everyone can call in.
- Logistically she would like to inform the Ecomm that there will still be two montly telcons every month, but the first telcon in addition to the board calling in committee chairs will be invited to join and report out to the board. The second Telcon will continue as normal which is just the RCD's and the Eboard.
- **Puerto Rico**
    - As many of you have heard we have just returned from San Juan Puerto Rico.
    - Favi would like to give Kudos to the Puerto Rico chapter especially Daniel Melendez, Oscar, Bill and Randall for putting together a very good agenda.
    - There was a very successful event. There was some applications that were handed out but we are still waiting for completed applications to come in and we will get a final number.
    - We also had the opportunity to visit with two universities in the island. The Interamericana and the University of Puerto Rico. We visited with the students and we were received fondly and the school officials are very eager to find ways on how our organization can assist in helping these students find careers in the FAA.

  Action Item: Follow up with Daniel in Puerto Rico and see how many members signed up after our visit.
- **Board Meeting**
    - Long hours were worked and there was a lot of focus placed on Succession Planning
    - Several hours were spend in the selection of the Committees and reviewing the submissions of the members who were interested in becoming part of those committees. Favi will be reaching out to people that were selected and confer with them if they still want the position because due to multiple entries some people did not end up in their first choice.
    - Favi can confirm to the ecomm that the conference Co Chairs for the upcoming conference in Puerto Rico will be Ed Cardenas and Ida Marrero. The committee will be bigger once the list comes together.

  Susie emailed out the selections to the board.
    - For corporate Co Chairs it will be Raquel Ysassi Huerta and Davey Irrizary.
    - The board also discussed and considered a matrix in order to have a better idea on how to select our board meetings around the country and the dates which they will be held. All was considered. Location, Dates and Chapters. It has been determined that the last week of January 2019 we will hold the 2nd Qt Meeting in Washington DC. Bill will be looking into the logistics.
    - Favi would like to remind the attendees that one of the days will be a Hill day where we will need to take the day off or be on annual leaves as we visit with Hill staff.
    - ***Bill Chimed in and mentioned that one of the reasons why the board is choosing to go to DC this time around is because the Administrator is***

leading the charge in the implementation of several programs which deal with Aviation Education, Outreach. Several programs which are designed to get young people involved in aviation education. Specifically women and minorities. There has been word of grant of 5 million dollars so Andy from Andy Quinn associates (Our Lobbyist) would like to visit with Hill Staffers to hopefully steer some of that money towards the FAA.

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VICE-PRESIDENT'S REPORT – Bill Fernandez

- Bill would like to reiterate that we had a very good visit to Puerto Rico. He felt that there was a lot of energy during our visit.
- Bill did send out an article about an Event that AVS had. AVS brought in a bunch of students to Headquarters. Bill mentioned the event because Outreach appears to be a very big focus for the administrator and the FAA. There is some concern about shortages of people in aviation careers so they would like to focus on Outreach to fill those voids especially by reaching out to young people.
- Bill was impressed by the Administrator because when he spoke about the outreach efforts that he would like to see be implemented the Administrator placed aside his prepared remarks and just spoke from his mind, from the hearts and that was pretty captivating, Bill noted that the Administrator made it a big point that Diversity makes us strong and the Administrator made a call to the ERG's to help diversify the FAA.
- Bill mentioned that there was a STEM event held at headquarters hosted by AVS and it was a surprise to him because he didn't know and Karen the Capitol RCD didn't know about it. If we would have known we could have helped them and reached out to our communities and local schools to see if anyone would be interested.
- Bill would like our organization to be more involved in events like these. He is confident that this type of outreach to local schools to get young minds involved in Aviation will not only benefit the FAA but also our organization. Out members would also like to be involved in such events.
- Bill would like to see us get involved in local schools and scheduling tours to towers, centers and or airports which will give kids an opportunity to actually see people actually doing the job we promote and or to see an actual airplane in front of them which can definitely be an eye opening experience.

IDA mentioned that there are some latino organizations out there that we can reach out to. One that comes to her mind is Latinas in Action. This organization is in the Miami area and they will be visiting the Miami Enroute Center. Ida feels that these are the type of organizations that we should be in contact with in order to help spread the word of aviation careers.

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DIRECTOR OF ADMINISTRATION REPORT – Oscar Torres

- **NATCA CFS**
  - Jonathan Eagle and Oscar are ready for CFS. Oscar will be flying on Sunday in order to set everything up and make sure we have a good set up. Jonathan will arrive on Monday

- Oscar purchased a retractable banner since the other that we wanted to use was designed for the conference. There are some events that will be planned for the Atlanta area so the banner will be put to good use.
- Oscar has emailed Mindy and Bill to see if there are goodies that we can give away. Bill did not have any left after Puerto Rico but still awaiting Mindy.
- Oscar will prepare a collage of photos and have his Ipad and Laptop ready.. The idea behind it is that when talking to potential members I can actually show them what the organization does around the country and also highlight the executives that always attend our conference. Its never been done so we will see how it goes.

- **Local Chapter Boards**
  - Since FY 19 has begun I emailed all the RCD's and requested that they submit an updated list of their local boards. Since solicitations for new positions like Deputy RCD and Local DOR have been sent out the National Board would like to know how the boards look around the country to see how we stand.
  - I only received one response so everyone on the line please submit that information as soon as possible.
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DIRECTOR OF RESOURCES REPORT – Dolores Leyva

- **Budget Reports**
  - Dolores would like to remind all RCD's that Budget reports are due On November 30th and she will be depositing the rebates to all regions that have submitted the reports after that date.

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DIRECTOR OF PUBLIC AFFAIRS REPORT – Susie Diaz

- **La Palabra**
  - All Articles were due October 12th
  - Susie did receive a few and has spent the weekend reviewing them and putting them together. She did receive a few articles late and she has replied to all who have submitted the articles. All articles that were submitted late are being saved in a late folder.
  - Susie was waiting for some important articles which included the President's message article. Favi will follow up and submitted ASAP.
  - Susie would like to thank everyone who submitted their articles but she would like to ensure that everyone please stay within the deadlines of the articles because they do take time. Her specific requests must also be followed like sending the pictures and the text of the articles in separate files. That takes a lot of time to separate so please submit the articles the way she asks for them.
  - Unfortunately some articles had to be left out because they did not meet the proper formats. Susie does ask that if you are submitting an article and if you need an extension to please let her know and something can definitely be worked out.

Favi asked for a rundown of what articles Susie Received.

- **Articles received**
  - For Hispanic Heritage month articles were received from MMAC, Southern, Northwest Mountain, and Western Pacific.
- Meeting the deadlines is very important. Since we are working with a new designer the deadlines must be met. Susie mentioned that the deadline for everything to be submitted is the end of October.
- Susie has been working nonstop in order to get everything together to ensure that she meets the deadline of the new designer.
- Susie did not receive articles from the Black Coalition Conference in Chicago But she did receive an article from Veronica when she attended the combined conference in Seattle.
- The next volume of La Palabra will be out by the end of October 2018.
- **NHCFAE Website**
  - Susie sent out email to the EComm asking for feedback regarding the website to see if the website is working within your facility network since there has been various reports that it was not working. She got a reply from 9 people and she greatly appreciates that.
  - Susie would like to stress that there is nothing wrong with the website and you can access it anywhere. There are just some facilities where they get a forbidden message. Susie continues to work on this to make sure that the website works everywhere.
  - Susie sent an email out to Bill and Favi and has asked for some help to be the POC in order to resolve this issue with the website because in the coming months there will be a focus on the conference so Susie asks for a little help on that .

  Favi received the email and replied.
  - Susie has asked for everyone to keep an eye our for her emails asking for feedback. She truly appreciates the feedback and the fast responses and she would like to see more of it by more people.
- Susie would like to give a very big Kudos to Ida Marrero for doing a tremendous job on submitting all the articles that the scholarship recipients wrote for La Palabra. A Total of 28 articles.
- ***Davey inquired about the Training Conference pictures specifically the pictures with the corporate sponsors.***
  - Susie mentioned that she has the pictures and she will make them available after the next volume of La Palabra is Published.
  - There were some issues with quality of some of the pictures but she will publish the pictures after La Palabra is published.
  - Susie will send the Pictures to Davey as soon as she can.
  - Susie mentioned that some of this will fall under the newly created position social media chair position.

    Favi mentioned that she has not notified the social media person and the historian person that have been selected. She would like to make this a committee to work together in pulling all our pictures together and also delivering our message via social media. I.e Twitter, Instagram etc..
    Favi would like to bring back the com com committee which will be tasked in writing the messages going out.

There is still much work to be done in that front but going back to the pictures, the Historian position will be very involvedt in putting everything together.

- Susie also mentioned to Davey that the Eboard has decided to allow the corporate sponsors to be added to our Facebook page which will give them some limited access to the membership.
  Davey brought up a concern regarding advertising on the facebook page and he would like that any future advertisement be coordinated with the corporate sponsor chairs since this is s benefit that is being marketed to potential and current sponsors.
    - Susie would like more coordination between DOPA and corporate Sponsor chairs so everyone is on the same page on what benefits are being offered to the sponsors.

Randall mentioned that maybe these new chairs should have some kind of SOP and ACTION ITEM: Favi has agreed but in the mean time she will talk to them as offer them guidance as the new chairs will be asked to develop their plan for their new roles.

Davey said he will email Susie all the benefits offered to the sponsors so everyone is on the same page.

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DIRECTOR OF EDUCATION REPORT – Randall Resto

- Randall would like to begin by thanking the board for a good meeting out in Puerto Rico.
- Randall will also be sending out an email to RCD's to get some ideas about the different type of training that maybe they are their members would like to see at the Training Conference. The email will be specifically sent to the RCD's so the RCD's can then reach out to their members and inquire on what type of training they are interested in.
- **Conference**
    - Randall has been working on the Agenda for the conference so hopefully he can have the first draft in December or January before the 2nd Qt meeting.

Favi chimed in and mentioned that Randall was very instrumental in setting up meetings with two universities in our visit to Puerto Rico. The Interamericana and the University of Puerto Rico. We were able to sit down with the students and it was a very rewarding experience on how the students discussed their goals to hopefully seek a career in aviation.
Favi is encouraging the RCD's to try to set something up where they can sit down with students and maybe discuss aviation careers at a local school. It can be a very interesting experience for all.

- Randall has submitted an article to La Palabra and he talked about his experience with the visit to Puerto Rico and most importantly the visit with the students at the universities.

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Special Assistant – Celsa Rodriguez

- Celsa would like to remind the RCD's to please reply to the email she has sent requesting some information about the Hispanic Heritage Month

Celebrations that they had in each region and also about the any future events that each region may be hosting. There were only several responses.

- This information is important because Favi has to report to the ATO diversity and Inclusion office in Headquarters.
- Celsa advised everyone that she is also working with Favi on a recruiting campaign.

- Favi chimed in and discussed the campaign. She discussed that this is part of the recruiting efforts which is part of her presidential agenda. The campaign has begun October 31st and ideally we would like to see that each member can potentially recruit one member. Names of the campaign were discussed and several made the list like " Cada uno alcanza uno" , "Each one Reach One". This is still in the works but the campaign ideally would last 3 months. There is more still to come on this. Ideally we would like all the members to take part.

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CHAPTER/REGION UPDATES

AWA –Karen Perez

- Karen began by following up on Oscar's suggestion on maybe looking into local schools or universities where we may be able to come in and talk to students regarding aviation careers.
- **Local Board**
  - Karen informs everyone that she has two new board members. One is Ana Pena who is also on the telcon and she will have a local board meeting in the coming weeks to get everyone acquainted in their roles.
- **Hispanic Heritage Month**
  - Capitol Chapter had several events throughout the month and they gained two new members and associate members as a result of the events.
- Some local members have inquired to Karen if there will be any volunteer opportunities in Puerto Rico for the upcoming conference. She is aware that there is still time but just wanted us to know that there are people interested once the committee is formed.
- **Members on Detail in DC**
  - Karen has coordinated with Mindy in membership to have employees who are on a detail in DC to be added to the capitol Chapter email list so these members have the availability to see if there are any events in the capitol area.
- Karen is also looking into the possibilities of maybe merging the members from the command center with the Capitol Region members so they can take advantage of the capitol chapter events.

Favi has asked Karen to sent her an email regarding that request so the idea could be explored.

Ida also mentioned that she will reach out to Karen regarding a possible partnership with FAAMA to do outreach events.

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ACT – Roberto Villa

- Nothing to report at this time for the Tech Center but Roberto will be submitting his DOR report to Dolores soon.

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AWP –Jonathan Eagle

- **Outreach**
  - Jonathan had an outreach event in Oakland and he recruited two new members.
  - Jonathan is looking forward to working with Oscar in the coming week at NATCA CFS, Jonathan will arrive on Monday afternoon
  - On Nov. 10th Jonathan will be present at the Latino Pilots Association gathering In Pasadena and he will be joined by two other members to assist Jonathan.
  - Jonathan is always looking for more participation from his members in the outreach events.

Randall Resto mentioned that he will be in the California area for work in the coming months and he will be reaching out to Jonathan when that happens.

  - Jonathan welcomed the opportunity with Randall and mentioned that he restructured his budget for that reason, to have more flexibility throughout the whole region and do more events. Jonathan mentioned that he is planning an event in the San Diego area in the near future.
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ACE – Laurie Ortiz

- Unavailable

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ANM –Karla Valdez

- Karla was very happy to see and host Veronica from MMAC while she was in Seattle.
- Karla would like to note that Vanessa Alicia has been stepping up a lot and helping especially during the celebration of Hispanic Heritage month.
- There have been several events that have been put together for the Regional office and many employees and members of our organization are more interested and excited in knowing whats to come.
- Karla would like to put together some outreach events. I.e Reaching out to her local aviation high school but she would like more guidance on how to put that together. Suggestions will be welcomed.
- Hispanic Heritage month went very well in the regional office and Karla did receive help from several non members who she believed will eventually join our organization.
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AAL – Sylvia Villa

- Unavailable
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ASW – Lydia Gomez-Martinez

- **Hispanic Heritage Month**

- Southwest Region had their opening and closing ceremonies. Celsa and her group were very helpful in putting everything together.
- It was a successful closing as well and we had Ignacio Flores as the keynote speaker. Nicholas Reyes was also present.
- There was discussion after while everyone enjoyed chips and salsa.
- Ignacio and Nicholas expressed their support to the organization and made themselves available if their schedule permits for any future events

- **Outreach**
  - With Hispanic Heritage Month the focus will now shift to a membership meeting and continued focus outreach, recruitment and fundraising.

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MMAC – Veronica Salazar

- **Outreach**
  - On September Veronica traveled to Seattle to represent the NHCFAE at the joint training conference by 4 other Employee Associations.
  - She was able to coordinate with some Northwest Mountain Region to set up the booth at the conference and Veronica would like thank Vanessa Alicia and Karla Valdez who were very helpful
  - Some of the Pros about attending the conference, Veronica was able to network with many different people and other lines of business. I.e Civil Rights. Their opening of the conference was very nice and they had a really nice looking agenda that looked liked our La Palabra Magazine.
  - One of the Cons of the conference was that they ran out of lunches on one of the days. There was no closing ceremonies or speech but overall the conference was very nice.
  - Veronica did meet up with some members of Northwest Mountain and she headed over to RO with them where Veronica Assisted them in making paper flower decorations for their Hispanic Heritage Month decorations. Veronica also used this idea at the Aeronautical Center.
- **Hispanic Heritage Month**
  - Veronica had her HHM event at the aeronautical center on October 9th and it went very well.
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AGL – Brendan Villegas

- **Hispanic Heritage Month**
  - There was a celebration in Cleveland that was a success. The event in Indy had to be postponed. There were some personal reasons that prevented Brendan on getting the event done in the Indianapolis area.
- **Outreach**
  - Brendan is coordinating with NATCA and FAAMA to hopefully have a holiday event as the holiday season approaches.
  - Attending the Black Coalition Conference was fantastic. Brendan received a lot of feedback. Some of that feedback was negative where some of the members say

that they are not receiving information whether it being via email or any events that are going on.
    - Brendan was able to promote our upcoming conference in Puerto Rico and many were interested.

- Favi asked if an article was submitted to La Palabra but unfortunately the deadline was not met since there were some things that came up unfortunately. Brendan will be sending the article anyway so it can be submitted in the next volume at Favi's Request.
- Favi is asking everyone that if they hear that negative feedback that she needs a little more details on that feedback so we can correct the situation.
- Davey suggested that any articles that miss a deadline for publication could maybe be published in Facebook.
- Randall has reminded Brendan that if personal situations present themselves to please reach to anyone on his local board but also the national board is here to help him any way.
- Oscar mentioned not just to Brendan but to all the RCD's to please send us that feedback that is being heard at the local level. The Eboard is would like to help in any way and we cannot help if we do not hear from the RCD's and that feedback.

- Brenda did ask why are there two separate telcons. One for the Eboard and the other for the ECOMM since their could be some information that could be useful to the members in the Eboard Meeting.
- ***Favi responded that there has to be consistency by the RCD's to call in everyone month so they can obtain all the relevant information. She also mentioned that there is a time constraint. The telcons do run long so that is another reason why they are split up.***
- ***Favi is open to discuss that further and has been noted as an Action item.***
- ***Oscar mentioned that 4th Quarter minutes which includes all the monthly telcons are ready to be sent out. But at the same time the earlier minutes that have been sent out have to be revisited with the members and information shared. As DOA Oscar does not see much minutes from RCD's. I have only seen minutes from maybe one or two RCD's. If members are saying that they are not hearing any information, all RCD's need to ask themselves whether they are holding local telcons with their members. Are they emailing their members? As the RCD's reaching. We need to start there and then move forward looking at ways to correct that negative feedback.***

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AEA/ANE –Maritza Miranda

- **Hispanic Heritage Month**
    - Eastern had their event last week Thursday and it was a nice turn out. They had a fireside chat format and they had the honor to have HR-1 Ms. Annie Andrews present during the Event.
- **Outreach**
    - The region is working on an outreach event with a local high school in the month of November in the NY area. She will have more information coming soon.
    - Maritza mentioned that in the coming days she will meet with the chapter director of the Black Coalition in the region to discuss the upcoming ACE camp in April where Maritza would like to take part.
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- **ASO/ CONFERENCE COORDINATOR – Ed Cardenas**
- **Hispanic Heritage Month**
    - Southern region had several events to celebrate the month. One was in Atlanta the 2 others in South Florida. They all went very well.
- **Local Elections**
    - Solicitations did go out and Edward received one response from Carlos Rios in the Tampa area and he interested in the DOR position at the regional level.
- **Puerto Rico**
    - There was a membership drive while we were in Puerto Rico and there was a good attendance during the event. Many people were interested and applications were handed out and Edward will be following with Daniel Melendez to see any people did submit those applications.
    - Ed does have two applications for new members that he has to submit to the membership Chair.
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COMMITTEE CHAIR UPDATES

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

- ***Raquel***

  CONFERENCE
    - Walked away from the conference with a lot of lessons learned.
        1. Better coordination with our sponsors regarding who are the people that are actually present at the conference manning their tables. There was some confusion with the individuals and when it came down to who would be receiving lunches and other amenities this created a little confusion.
        2. For the first time videos were created with the sponsors and they were posted on our Facebook page the sponsors loved it. Favi presented the coins to them as well they really liked that.
        3. Raquel would like to focus on the items for the sponsors that don't cost our organization anything like the videos that get posted on facebook, webpage postings. One particular sponsor really liked the fact that we were able to upload their video to our page and instantly Raquel was able to show them the number of views the video received. This was a good selling point for the sponsor to contribute to the next level increasing our revenue.
        4. We are working with Andy Quinn and his office and he has been provided a list of other organizations that we may be able to work with in the near future like FAAMA. Andy would like us to be cautious when approaching companies for potential sponsorship because he advised that we cannot work with a company that currently has a contract with the FAA. Andy will monitor this for us.
    - Raquel and Davey are happy to hear that there are other individuals who would like to be part of the Corporate Sponsor Committee because the more people

involved the better it would be for the team. They would be happy to train and mentor any individuals who would like to join the corporate sponsor committee.
    - Raquel Suggested to Oscar that the video that was created with Trish Gilbert at our training conference be presented
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CONFERENCE CHAIR – Ed Cardenas/Ida Marrero

- **Puerto Rico**
    - Ed sent an email to the board today notifying us that he was able to get tax exempt status during the Eboard's stay in Puerto Rico which saves the organization about 500 hundred dollars. Ed will try to ensure that the same tax exempt status is applied to the organization come Training Conference Time.
    - Ed has asked the eboard if a decision has been made about selecting the hotel for the conference so this way he can proceed and start making suggestions on concessions with the hotel.

- Favi mentioned that Eboard has reached a major decision on the Caribe Hilton.
- Randall mentioned that we would like to see the concessions from the hotels so the board can make a more clear decision. But everyone is leaning for the Caribe Hilton.

    - Edward said that its ok to not make a decision yet but it helps that he knows that the Caribe Hilton in the leading contender that way he can focus on working with them and the concessions.
    - Caribe Hilton has submitted a catering menu and that will be evaluated along with the budget.

- ***Favi would like to highlight that since there are co chairs that are working together that the decision making process is shared among all in order to have a clear understanding.***
- ***Ida mentioned that she has reached out Edward and they will schedule a telcon to be on the same page.***
- ***Susie mentioned that once the decisions are made about the hotel all that information will start getting posted in the NHCFAE webpage.***
    - ***ACTION ITEM:*** Ed has requested to the corporate chairs to please share with him what the different tiers of sponsorship are so he can share them with Daniel in Puerto Rico and Daniel himself can start reaching out to potential local sponsors.

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MEMBERSHIP CHAIR – Mindy Moreno

- ***Unavailable***

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CONSTITUTION & BYLAWS – Bill Fernandez

- **Nothing to Report at this time**

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ELECTIONS – David Gonzales

- Unavailable

TELECON ADJOURNED

Telecon adjourned at: 8:21p.m.

Minutes prepared by:

Oscar A. Torres
National Director of Administration

Minutes approved by:

Faviola Garcia
National President