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CountiesCharleta Tavares  
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District 15th ~ Franklin (Part)  
County

# AUGUST, 2013

To the Honorable Board Members of the Ohio Commission on Hispanic/Latino Affairs

## Public Policy Center (PPC) Report

Nolan J. Stevens, J.D. - Policy Officer

### Advise

#### LCR's – Deferred Action for Childhood Arrivals

Began drafting an LCR on the federal Deferred Action for Childhood Arrivals program and its interaction with Ohio's state law. This LCR will issue by August 31, 2013.

#### In-District Legislator Meetings

Began planning an in-district meeting for Toledo legislators with Adelante staff. Settled on date, time, agenda and venue. Generated list of legislators to invite.

#### Legislator Engagement

- Met with Senator Peggy Lehner regarding recent policies and legislation affecting DACA students and other undocumented students
- Invited and hosted Senator Tavares at the Ohio Latino Health Summit
- Spoke briefly on the Latino Health Summit at Senator Tavares's leadership breakfast
- Began work on an LCR and a legislative update

#### Deferred Action and Ohio law and policy

Worked with Ohio officials and community advocates to bring both to a better understanding of the interaction between Ohio law and the federal Deferred Action for Childhood Arrivals program. Specifically:

- Met with community advocates on the issue of DACA and in-state tuition, and helped connect them to administrators and policy-makers in positions of influence.



- Planned a presentation regarding DACA at September's Bridge-Builders event at OSU.
- Began drafting a Latino Community Report to be issued in August regarding DACA and its myriad interactions with Ohio law.

### Agency Outreach

- Discussed drafted plan to increase visibility and use of AG DeWine's various programs among Ohio Hispanics. Altered plan and prepared to implement when I hear back from AG DeWine's office.
- Continued to work with the Ohio Department of Education to cement their partnership in the planning and execution of next year's education summit.
- Moved initial planning meeting for the upcoming launch of the Inter-Agency Council to September

## Connect/ Build

### Outreach to Community

- Drafted original content and compiled media articles for one policy brief – Yet another update on DACA and tuition, on 8/30
- Drafted invitations for legislators to attend Adelante's meeting
- Scheduled appearances at community events and meetings in September:
  - Bridge-Builders forum
  - Columbus-area DREAMers meeting to update them on Board of Regents decision
  - Adelante's regional legislator meeting

### Public Policy Center Website Updates

- Continued – and nearly finished – editing all drafted content on new PPC website.
- Fleshed out key bill pages and uploaded documents and resources
- Tested all links and paths
- Re-wrote initial "About Us" PPC Page

### Legislation Monitored

Added a few bills to those the PPC is tracking, including:

**HB 254** – which would make DACA students ineligible for in-state college tuition

### Human Trafficking

Attended AG DeWine's Human Trafficking Commission meeting. Also attended in a focus group designed to help draft the messaging for Ohio's anti-human trafficking campaign

### Education Summit Support

Continued planning the 2014 Ohio Latino Education Summit with OCHLA Education Committee:

- Provided administrative support for committee
- Drafted and updated new versions of several key planning documents for 2014 Education Summit
- Decided on agenda and invitees for roles in 2014 Education Summit



## Health Summit Support

Staffed the Health Summit and helped follow-up:

- Organized, supplied and supervised all volunteers at Health Summit
- Organized, communicated with and prepared all presenters at Health Summit
- Drafted and collected surveys from attendees
- Helped plan and execute the set-up and take-down of the event
- Acted as a moderator for three sessions
- Sent out electronic surveys
- Oversaw the compilation of tangible surveys into pie charts for each presentation. Shared with planning committee.
- Began drafting Health Summit final report

## Constituent Inquiry

Answered and researched several constituent inquiries:

- Referred constituents to OCHLA's list of attorneys and ESL catalogue
- Researched and prepared answer for constituent inquiry on available disability services. Technically answered the inquiry in August but worked on it in July
- Referred a Columbus constituent to law enforcement and a Spanish-speaking county prosecutor to report the alleged crime.
- Provided information to a Lucas County firefighter hoping to increase Spanish-language proficiency among his battalion.

## Meetings Attended

8/1/13 – Health Summit Dry Run @ ODJFS Air Center with Lair Marin, Pablo Nunez  
8/6/13 – OCHLA Board meeting  
8/6/13 – OCHLA Education Committee Meeting  
8/6/13 – Honda Latino Scholarship Awards Dinner  
8/7/13 – Health Summit Planning Committee Conference Call  
8/7/13 – Andrea Magaña, Communications for Ohio House Democratic Caucus  
8/8/13 – Health Summit Set-Up @ ODJFS  
8/9/13 – Ohio Latino Health Summit  
8/12/13 – AG DeWine's Trafficking in Persons Commission  
8/15/13 – Meeting with Richard Dee Weghorst, new Outreach Director for AG DeWine  
8/21/13 – Senator Peggy Lehner  
8/21/13 – Health Summit Follow-Up Conference Call  
8/24/13 – Senator Charleta Tavares, Rep. Michael Stinziano, community leaders  
8/26/13 – Intern interview with Hannah Zaim  
8/29/13 – Human Trafficking Messaging Focus Group, @ Salvation Army



## Latino Community Network (LCN) Report

Lair Marin-Marcum, Community Liaison

Meetings attended and events coordinated:

August 1:	On-site visit to ODJFS Air Center for LHS with Caterer / LULAC/Exhibitors Responsible & Pablo Nuñez
August 6:	Board Meeting and Board committee Meetings
August 8:	Latino Health Summit set up & preparation of bags at ODJFS “Air Center”
August 9:	Latino Health Summit
August 12:	Meeting with Wilson Hernandez - OLA Latino Awards Meeting with Mercedes S. Moore – Legal & Medical Certification and GED Classes information for Community
August 13:	Catholic Charities – New Community Nuestra Senora de Guadalupe Meeting with CEO and Community Leaders
August 14:	Call with Mrs. Ahmed & Mrs. Campbell/ CARGI Research Team Member –FREE Ergonomics and Safety training opportunities available to Hispanic utility employees and contractors throughout Ohio. Meeting at Casino for Workforce & Economic Development Summit logistics and Sponsorship Red Cross Hispanic Blood Drive – Oral Test to become United Way official Interpreter. Successfully passed.
August 15:	DHO OCHLA/LEON Meeting with Hilton Hotel – For contract, logistics and catering
August 21:	2013 Latino Health Summit Steering Committee Call - After event debriefing
August 22:	YMCA Columbus outreach for Latino Community Meeting
August 23:	DHO OCHLA/LEON Planning Committee: Budget & Logistics DHO Entertainment meeting
August 26:	Robert Torres - OHCC continuing the Dialogue Volunteer Interview: Hannah Ziam – Confirmed & started on 8/30
August 27:	Community Liaison meeting at Greater Cincinnati Latino Coalition
August 28:	Molina HealthCare meeting –RE : 2013 DHO & Business Workforce & Economic Development Summit. .
August 29:	Meeting with Cheryl Boyce - In Health Ohio
Regular Weekly Calls	Business Workforce & Economic Development Summit _Planning Team Call DHO and LEON Gala



## Organizations Development Center (ODC) Report

Lilly Cavanaugh-Acting Officer

### Improved Service Delivery-

- Created and implemented social media and website marketing campaigns for the promotion of the following:
  - [Latino Health Summit](#)
  - [Hispanic Heritage Month](#)
  - [Workforce Investment Boards](#)
  - [Distinguished Hispanic Ohioan Awards](#)
  - [Hispanic Blood Drive Campaign](#)
  - [Emergency Preparedness Month](#)
- Website Updates
  - [Contact Us Page](#)—added direct phone lines and email for each program office and administrative staff.
  - Updated [commissioners' page](#)—included Commissioner Iris M. Juergens and excluded ex-commissioner Isabel Framer
  - Updated commissions' [Meetings Calendar](#) page—to include recently added October 11, 2013 meeting.
  - [Homepage](#)—Organized information and access to summits reports.

### Capacity Building

#### EDUCATION

##### Latino Education Summit 2014

- Continued oversight of committees' work for the Latino Education Summit.

##### Bridge Builders Forum - September 14, 2013

- Implemented outreach campaign and social media/website outreach marketing effort to secure participation at the Forum.
- Made contact with Latino organizations throughout the state to encourage their attendance to the event.
- Provided expertise and advise to OSU Bridge Builders Forum team in the execution of the plan for the summit.
- Secured Public Policy Officer to present on DACA during the summit.

##### Ádelante Summer Program “Con Ganas

Contacted Adelante to review status of the “Con Ganas” Summer Program. The program seeks to pro-



vide Toledo's youth with a supportive learning environment during the summer break to increase their educational and interpersonal skills. The commission supported this program with a \$500 grant. To aid in the implementation of the program. A copy of the final report is included with this report and will be presented on the October board meeting.

## HEALTH

### Latino Health Summit 2013

- Successfully directed and completed the Latino Health Summit 2013.
- Created a webpage with all presentations, speaker profiles, program and data from the summit.
- Full report is on the outcomes for the summit is included in this document as an attachment.

### The Affordable Care Act—Implementation

- Continue to work closely with the federal government entities on outreach efforts in regards to the ACA.
- Hosted Brenda Delgado, External Affairs Liaison and Marketplace Outreach Lead for the Office of the Regional Administrator, Centers for Medicare & Medicaid Services at the U.S. Department of Health & Human Services.
- Provided Ms. Delgado with insight on outreach strategy for Ohio as the CMS begins the final stage prior to implementation of the ACA.

## WORKFORCE AND ECONOMIC DEVELOPMENT

### Workforce and Economic Development Summit—November 7, 2013

- Continued to work on the logistics planning for the event.
- Revised project concept development to include more specific information regarding afternoon sessions.
- Secured presenters for the economic development portion of the program (afternoon), which will include ODJFS, Ohio Development Services Agency, Ohio DAS (for MBE-EDGE), Ohio Treasurer of State, Ohio Secretary of State, Small Business Administration.
- Initiated promotional campaigns for the summit.

### Workforce Investment Boards—

The purpose of this project is to introduce the commission to the WIB's with highest number of Hispanics in their area, and learn about programs in place, outreach and inclusion geared to the Hispanic community.

- Made additional presentation about importance of attending the Workforce Investment Boards around the state to the board of commissioners.
- Waiting on report back from commissioners on meetings attended so we can begin a follow up plan.
- Issued a campaign to inform the community about workforce investment boards and their services to the community.



### Ohio Hispanic Chambers of Commerce -

- Had a brainstorming session with Robert Torres regarding the work of the Ohio Hispanic Chambers of Commerce and cooperation with the commission to support their initiatives.
- Prepared a project concept document and submitted it to Robert Torres and Chair Michael Florez for consideration. A meeting will be scheduled later in October or November to discuss the collaboration.

## EMERGING DIVERSITY AND INCLUSION

### Red Cross Hispanic Heritage Month Blood Drive—Sept 15-Oct 15, 2013

- Conceptualized marketing campaign and prepared first email and media blast to encourage participation on the Hispanic Heritage Month Blood Drive.
- Met with Henry Guzman to discuss the future of this initiative and the interest to institutionalize the effort.
- Discussed the possibility of seeking out grant opportunities for future implementation of this initiative in connection with a larger emergency and disaster preparedness educational campaign.
- Drafted a project concept on this idea and submitted it to Henry Guzman for review.

### Distinguished Hispanic Ohioan Awards

- Worked with our AG to finalize memorandum of understanding for partnership with LEON.
- Agreed with LEON on the potential partnership for the DHO gala.
- Prepared and mailed congratulatory letters to all awardees.
- Issued press release announcement about awardees.
- Provided orientation and oversight for Lair Marin, new DHO event leader/coordinator on the event.
- Created and activated the DHO 2013 webpage.

### Hispanic Heritage Month—Statewide Calendar of Events

- Created marketing plan and web page to promote Hispanic Heritage Month events and activities.
- Contacted Hispanic organizations via email campaign and through Latina media to request information to populate statewide calendar.
- Began populating statewide calendar.

### Convencion Hispana 2013—Cleveland

Have been in contact with Convencion 2013 event organizers to promote the event statewide. Convención Hispana is a one-day event sponsored by the Hispanic Roundtable, that results in a three-year process of community empowerment & agenda setting. The Hispanic Roundtable Community Programs sponsors this region-wide community convention every three years. The purpose of the Hispanic Roundtable Community Programs is to act as a catalyst to empower the Hispanic Community to become full partners in the economic, education, political, civic, and social life of Greater Cleveland. Executive Director Cavanaugh will be representing the commission at this event and commissioners from the región have been informed of our engagement and participation on this effort.



## Connect

Aug 06— OCHLA Board Meeting  
 Aug 09— Latino Health Summit  
 Aug 12-16— VACATION  
 Aug 20— MBE Officers Meeting  
 Aug 26— Robert Torres  
 Aug 26— Brenda Delgado, HHS, CMS (Affordable Care Act)  
 Aug 27— Lawrence Pearson, Connie Alexander, Chris Angles (DAS)  
 Aug 28— Henry Guzman, Blood Campaign  
 Aug 29— Cheryl Boyce & Jen Patterson, in Health Ohio  
 Aug 29— MBE Officers Meeting, Chris Angles

### All month:

Regular weekly meetings for (1) Workforce & Economic Development Summit (Rafi Rodriguez)  
 (2) Health Summit (LULAC)  
 (3) DHO (LEON's board members)

## Administrative Report

### Personnel

- Issued official announcement to all networks regarding position changes for personnel (Lair Marin as new community liaison, and Nolan Stevens as full time staff.)
- Received resignation of commissioner Isabel Framar. Due to other responsibilities, the commissioner is unable to continue her work at the commission.

### Financials

- Reviewed and discussed disbursement scenarios for FY 14 with DAS Finance and OBM Analyst. Final approval on FY 14 disbursement has been received.
- Working on finalizing payments for FY 13 invoices and encumbrances. Preparing to finalize reconciliations for last quarter FY13 (some payments are still being processed for last of the year charges.)
- Prepared and submitted the set aside MBE strategic plan to DAS for the agency.

### Biennial Audit FY11-FY12

- Received a successful and positive review.
- Received one follow up recommendation on better documenting the revenue log reconciliation process.
- Prepared response letter and submitted it. Copied commissioners on the draft audit report and response letter.



### The Board

- Prepared orientation materials and reached out to new commissioner Iris M. Juergens.
- Continued to work with Governor's office regarding board vacancies.
- Processed Commissioner Isabel Framer's resignation from the board.

### Administrative Support

Fausto Rivas, Administrative Clerk

Our administrative clerk, Fausto Rivas is working on several projects, including:

- Updated inventory in OAKS system to include all new inventory
- Purged system of old equipment
- Working on scheduling pick up for unused equipment
- Working on FY13 physical inventory certification--- deadline Tuesday October 1, 2013
- Created internal inventory system
- Working on including all inventory within the office space
- Update Ethics Training Chart for 2013
- Photocopy counter report completed monthly
- Reorganized label cabinet
- Reorganized Administrative Cabinet
- Updating Budget "Chasflow" chart (actual expenditures)

Respectfully submitted,

