

Virginia Latino Advisory Committee Chair Meeting
Friday – September 7, 2018 12pm-1pm
Patrick Henry Building - 1111 E. Broad Street, Richmond, VA 23219

Meeting Minutes

In Attendance Cecilia Barbosa, Eugene Chigna, Karina Kline-Gabel (remote), J. Michael Martinez, Sergio Rimola (remote), Jorge Yinat

Not in Attendance Mercedes Santos-Bell

Guests Maribel Castaneda - Staff Liaison, Fernando Mercado-Violand – Special Assistant and Director of Latino Outreach, Alejandro Lucero – Intern for VLAB

Call to Order Meeting was called to order at 12:19 pm. Quorum met.

Purpose of Meeting, Chair, Cecilia Barbosa

Cecilia Barbosa welcomed the Committee Chairs. She reviewed the goals for VLAB during 2018 and 2019 as developing recommendations for the Governor through research and listening to the Latino communities, primarily through the forum. She focused the meeting on reviewing the annual report outline, upcoming due dates, and the purpose of and agenda for the September 24, 2018 board meeting.

Annual Report Outline

The proposed outline was discussed and amended. Recommendations should be legislative, budgetary, regulatory or administrative. Cecilia will provide the research questions that she originally sent out to guide the narrative. Cecilia will provide a sample narrative.



Board Members

Aida Pacheco | Ana Solorio | Carmen Romero | Cecilia Barbosa | Cecilia Williams | Damien Cabezas | Dania Matos | Edgar Aranda-Yanoc | Estuardo V. Rodriguez, Jr. | Eugene Chigna
Gloria María Peña Rockhold J. | Michael Martinez de Andino | Jorge Yinat | Juan Espinoza | Karina Kline-Gabel | Mercedes Santos-Bell | Paul Berry | Sergio Rimola | Victoria Cartagena | Vivian Sanchez-Jones

Board Meeting Structure

Committee chairs agreed to allow up to two hours of work in their committees during the next board meeting. Cecilia recommended committee chairs to organize their committees prior to the board meeting. This includes individual agendas and invitations to organizations or agency representatives. Invitations to agency representatives should be coordinated through Maribel, Castaneda, Staff Liaison.

Proposed Report Deadlines and Significant Dates

- Board Meeting and Reception at Governor’s Mansion – **September 24, 2018**
- Committees submit first drafts based on research - **October 15, 2018**
- Executive Committee reviews drafts by – **October 26, 2018**
- VLAB Forum, Hampton University – **November 10, 2018**
- Committees submit 2nd drafts including community input at Forum – **November 28, 2018**
- EC reviews second draft – **December 7, 2018**
- Board meeting and vote on recommendations from report – **December 14, 2018**
- Finalize report for Governor – **February 15, 2018**

Review of Agenda for September 24th Board Meeting

Karina recommended that Fernando pull data together for a presentation on Latinos in Virginia at the next Board meeting. This information would support all committees and provide a baseline of information for their reports. Fernando will follow-up with Karina for details. Also, two hours will be allowed for committee meetings.



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Additions to Agenda

Comments from Mike Martinez - Mike has proposed sending suggestions to the administration to modify FOIA to eliminate the need of a physical quorum for board meetings. Justin is reviewing Mike's draft.

Comments from Eugene Chigna – Eugene mentioned that the Education Committee is working with the Secretariat of Education to plan a listening tour of Virginia. He will send Cecilia further information on plans.

Meeting was adjourned at 1:24pm



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