



# **AGENDA**

## **Meeting #6**

### **Tuesday, June 8, 2021**

#### **Join Zoom Meeting**

<https://zoom.us/j/93276717866?pwd=RW9HM3IJY3daMHNIOGkxL1RkdFZXZz09>

**Meeting ID:** 932 7671 7866  
**Passcode:** 157631

**Tuesday, June 8, 2021 -- 4:00 p.m.**

#### **Mission**

***Empowering immigrants and others to become self-sufficient, productive and civically engaged.***

**Hispanic Unity of Florida**  
**Board of Directors Meeting**  
**AGENDA**  
**Tuesday, June 8, 2021**

**Join Zoom Meeting**

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**Meeting ID:** 932 7671 7866

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**We will start the meeting promptly at 4pm**

- |    |        |  |  |                    |
|----|--------|--|--|--------------------|
| 1. | 4:00pm | <b>Call to Order/ Roll Call</b>  | <b>John Guerrero &amp; Felina Furer</b>      |                    |
| 2. | 4:05   | <b>Chair Welcome</b>   | <b>John Guerrero</b>                         |                    |
| 3. | 4:10   | <b>Governance Committee</b>  | <b>Anthony Abbate</b>                        |                    |
|    |        | <ul style="list-style-type: none"><li>• BOD Engagement Link – Have You Received? Opportunities During the Summer.</li><li>• HUF Bylaw Update <b>Action</b> <span style="float: right;"><i>pg. 1</i></span></li><li>• Emma Pfister: Board Member Emeritus Nomination <b>Action</b></li><li style="padding-left: 20px;">○ <i>Vote to allow nomination to move forward as an exception to policy</i> <span style="float: right;"><i>pg.2</i></span></li><li style="padding-left: 20px;">○ <i>Vote on nomination</i> <span style="float: right;"><i>pg.3</i></span></li><li>• Board of Director Nominations</li><li style="padding-left: 20px;">○ Lisette Rodriguez <b>Action</b> <span style="float: right;"><i>pg.4-10</i></span></li><li style="padding-left: 20px;">○ Dr. Jeffrey Nasse <b>Action</b> <span style="float: right;"><i>pg.11-14</i></span></li></ul> |  |                    |
| 4. | 4:30   | <b>Public Policy &amp; Advocacy</b>  | <b>Carolina Cardozo &amp; Josie Bacallao</b> |                    |
|    |        | <ul style="list-style-type: none"><li>• Anti-Semitism Statement – Version 1 or Version 2 (Abbate edits) <b>Action</b> <span style="float: right;"><i>pg.15-16</i></span></li><li>• Public Policy Committee Handbook <b>Action</b> <span style="float: right;"><i>pg.17-21</i></span></li></ul>   |  |                    |
| 5. | 4:50   | <b>HUF Agency Reopening &amp; New Programs</b>   | <b>Felipe Pinzon</b>                         | <b>Information</b> |
| 6. | 5:00   | <b>Consent Agenda</b>  | <b>John Guerrero</b>                         | <b>Action</b>      |

*Consent agenda items are items that may not need individual discussion and may be voted as one item. Any Board member wishing to discuss an item may move to have it considered individually.*

- |   |   |
|---|---|
| <ul style="list-style-type: none"><li><i>i. Board Minutes May 2021</i></li><li><i>ii. Finance Committee Minutes May 2021</i></li><li><i>iii. March 2021 Financials</i></li><li><i>iv. Marketing Committee Minutes, May 2021</i></li><li><i>v. Public Policy &amp; Advocacy Committee Minutes, May 2021</i></li><li><i>vi. Governance Committee Minutes, May 2021</i></li><li><i>vii. Electronic Vote by Board &amp; Finance Committee: Health Insurance Renewal</i></li></ul> | <ul style="list-style-type: none"><li><i>pg.22-24</i></li><li><i>pg.25-26</i></li><li><i>pg.27-35</i></li><li><i>pg.36-38.</i></li><li><i>pg.39</i></li><li><i>pg.40-42</i></li><li><i>pg.44-49</i></li></ul> |
|---|---|

7. 5:15 pm **Adjourn**

*18 Active Board members / 10 required for quorum and vote*

Hispanic Unity of Florida  
**BOARD OF DIRECTORS ATTENDANCE MATRIX**

Board Member	May 2020	June 2020	Jul 2020	Aug 2020	Sept 2020	Oct. 2020	Nov 2020	Dec 2020	Jan 2021	Feb 2021	March 2021	April 2021	
ABBATE, Anthony (Tony)	E	E	No Meeting / Summer Break	No Meeting / Summer Break	P	P	P	P	A	P	P	P	
ALVAREZ, Maritza	P	P			P	P	P	P	P	A	P	P	
ARGUELLO, Ana													P
BELLO, Eduardo	P	P			P	P	P	P	P	A	P	P	
CARDOZO, Carolina	P	P			P	P	P	P	P	P	P	P	
CUSHING, Giselle	P	A			P	P	P	E	P	E	P	P	
DEAPODACA, Jorge					P	E	P	P	P	P	P	P	
FRANCO, Lesli	P	P			P	P	E	P	A	P	P	P	
GUERRERO, John	P	P			P	E	P	P	P	P	P	P	
HERZ, Dan	P	P			P	P	P	P	P	P	P	P	
KARLEN, Scott	P	P			P	E	A	P	P	P	P	E	P
PARADOWSKI, Christina	P	P			P	P	P	P	P	P	P	P	
PENA, Deborah	P	P			P	P	P	P	A	P	P	P	A
PFISTER, Emma	P	P			E	E	P	P	P	P	P	P	
RIVERA, Francisco							P	P	P	P	P	P	
RODRIGUEZ, Lucia	P	P			P	P	P	P	P	P	P	P	E
SAMPIER, Steve	P	P			P	P	P	P	P	P	P	P	
SCHEVIS, Daniel	P	E			P	P	P	P	P	P	P	P	
STONE, Angie	P	P			P	P	P	P	P	P	P	P	
<b>Total Board Members</b>	18	18					20	20	20	20	18	18	18
<b>Present: P / T= Telephone</b>	18	13			19	16	18	19	15	15	17	17	
<b>Excused: E</b>	1	4			1	4	1	1	0	1	1	1	
<b>Absent: A</b>	0	1			0	0	1	0	3	2	0	1	
<b>Board Members Participating</b>	88%	72%			95%	80%	90%	95%	83%	83%	94%	90%	
<b>Board Members Present at the Meeting</b>	88% Zoom	72% Zoom			95% Zoom	80% Zoom	90% Zoom	95% Zoom	83% Zoom	83% Zoom	94% Zoom	90%	

d. **Nominations/Elections/Terms:**

1. **Nominations:** As vacancies on the Board exist or may occur, any director may submit to the Governance/Nominating Committee names for consideration to fill the vacancy. Members of the Governance/Nominating Committee will interview potential candidates, explain the operations of the Corporation, as well as inform candidates of the obligations and duties of a Director. The Chair of the Governance/Nominating Committee or his/her designee can present to the Board candidates for election to the Board at any regular or special Board meeting.
2. **Vacancies:** Should an elected member of the Board not complete an elected term, then that position on the Board as an elected director shall be considered as vacant.
3. **Election and Tenure:** Each Director shall be elected by a vote of the then-existing Board in accordance with the voting procedures set forth in these By-Laws. Such election shall ordinarily be held based upon the nominations provided by the Governance/Nominating Committee. Directors shall be elected for an initial term of one year. If a Director is elected to the Board anytime on or between January 1 to June 30, then such calendar year will be considered as the Director's "first year". If a Director is elected to the Board anytime on or between July 1 and December 31, then the following calendar year will be considered as the Director's "first year". At the conclusion of the first year as a member of the Board, a Director shall be eligible to be elected for a second term of two years, unless removed from office as herein provided or said Director resigns. At the conclusion of the second term as a member of the Board, a Director shall be eligible to be elected for a third term of three years, unless removed from office as herein provided or said Director resigns. To the extent possible, terms of directors should be staggered such that terms of one third of the directors shall expire each year. No person shall serve as an elected director for more than three consecutive terms totaling six years, with the exception of the **Chair-Elect, Immediate Past Chair and/or the current Board Chair** who may have served three consecutive terms totaling six years on the Board, but have not completed their term as Board

**Board Member Emeritus:** Per 20198 Updated HUF Bylaws

Board Member Emeritus is the highest honor bestowed by the Corporation's Board to a Board member who has made extensive contributions to the Corporation over the life of their service to the Corporation.

1. All Board members shall be eligible for consideration as a Board Member Emeritus, provided there is a history of that Board member's contributions to the Corporation for consideration by then-existing Board of Directors.
2. The minimum qualifications for a Board Member Emeritus shall be:
  - (a) Tenure on the Board for a minimum of six (6) years, with no less than a one year term as Board Chair. Service as Board Chair can be waived by a majority vote of the Board.
  - (b) Nomination for Board Member Emeritus - A Board member shall be nominated by the Governance/Nominating Committee for consideration as a Board Member Emeritus.
  - (c) The nomination for consideration as Board Member Emeritus shall include a detailed description: (1) of the reason(s) why the nominee's service to the Corporation should be recognized, and how the nominee's service is distinguishable from the service of other Board members whose terms have ended, and (2) why the Corporation should continue to have an association with the nominee.
3. The nomination shall be presented to the Board at a meeting by the Chair of the Governance/Nominating Committee for consideration and vote.
4. The benefits and rights bestowed upon a Board Member Emeritus include, without limitation:
  - (a) Invitation to all Board meetings and special events;
  - (b) Lifetime membership to the Corporation; and
  - (c) The right to address the Board on issues of interest to the Corporation.
5. A Board Member Emeritus shall not have the right to vote at Board meetings.
6. A Board Member Emeritus shall not be required to make a minimum annual contribution to the Corporation. Notwithstanding this, if, in accordance with the nomination and voting procedures as stated in these By-Laws, a Board Member Emeritus returns to the Board as a Director with full voting rights, then such Board Member Emeritus shall be responsible for adhering to all obligations and duties of active Directors, including but not limited to, the requirement to make a minimum annual contribution to the Corporation.
7. A Board Member Emeritus may be removed as a Board Member Emeritus by a vote of two-thirds of the members of the then-existing Board for cause, including, without limitation, any of the following:
  - (a) Conviction of a felony;
  - (b) Abuse of power;
  - (c) Any act which, in the best judgment of the Board is detrimental to the Corporation or the community; or
  - (d) Unauthorized representation of the Corporation without proper authorization by the Board.

## Emma Pfister

### Board Member Emeritus

Below is information on former HUF Board Member Emma Pfister who recently completed her extended term on the board (by five months) and remained as acting Treasurer and Finance Committee Chair. The following information is background for a discussion to determine if the candidate should be considered for Board Member Emeritus status.

*The following information is not intended to be all-inclusive but to communicate the level of engagement/involvement of the board member.*

#### **Emma Pfister (Will remain on the board through May 2021)**

- Joined board in 2014
- Served as Officer/Treasurer since 2017
- Chairing the Finance Committee since 2021
- Agreed to remain on Board/Treasurer/Finance Committee Chair for 5 additional months
- Agreed to remain on the Finance Committee *after* her extended term on the BOD ended
- Templeton has been sponsoring E-Summit since 2015
- Has been speaker/presenter at E-Summit events
- Actively participated in all HUF events
- Significant consultation on all major HUF financial transactions including re-mortgaging of HUF properties; bank transition and PPP



# Lisette Rodriguez

CPA

## PRINCIPAL

Lisette Rodriguez, CPA, is a principal in the Audit Department at MBAF. Lisette has been in the public accounting profession since 2008.

Lisette has been involved on numerous audits for entities in various industries such as aviation, financial institutions, health care, higher education, manufacturing, non-profit, real estate and construction, SEC public companies and others. She has experience with audits of employee benefit plans, federal and state single audits, program specific audits and preparation of a non-profits tax returns, including Form 990 and Form 990T.

Lisette serves as the key contact auditor on audit engagements and is responsible for all aspects of the audit including engagement planning, budgeting, supervision and review.

Lisette also has a thorough understanding of Government Auditing Standards (Yellow Book) issued by the Comptroller General of the United States and possesses the continuing education required by the AICPA and Government Auditing Standards.

Lisette focuses on audits that integrate the organization's compliance with its major programs as well as its basic financial statements, such as reporting on an organization's internal controls and adherence to compliance requirements of grant awards based on audits performed in accordance with OMB Uniform Guidance, Audits of States, Local Governments, and Non-Profit Organizations and Chapter 10.650, Rules of the Auditor General.



lrodriguez@mbafcpa.com  
(786) 369-1451

## PRACTICE

Audit

## INDUSTRY EXPERTISE

Aviation  
Financial Institutions  
Healthcare  
Higher Education  
Manufacturing  
Non-Profit  
Real Estate and Construction

## SPECIALTY

Employee Benefit Plans  
SEC



**LISETTE RODRIGUEZ**

[lrodriguez@mbafcpa.com](mailto:lrodriguez@mbafcpa.com)

(786) 369-1451

**PROFESSIONAL AFFILIATIONS AND ACCREDITATIONS**

- American Institute of Certified Public Accountants
- Florida Institute of Certified Public Accountants

**CIVIC AFFILIATIONS**

- Greater Miami Chamber of Commerce - Leadership of Miami Alumnus, 2015-2016

**EDUCATION**

- Florida International University - Master of Accounting
- Florida International University - Bachelor of Accounting



lisette.rodriguez@mbafcpa.com

I am interested in serving as a volunteer leader with HUF (either on its Board of Directors or on one of its committees) because: \*

I believe in the mission of HUF and know the importance of its program services and how it impacts individuals and families in the community. My parents were both born in Cuba and just knowing the struggles they faced when they came to the United States, I know others go through the same struggles. HUF gives people a helping hand when they most need it and it would be a privilege for me to volunteer my time and expertise to HUF.

First Name \*

Lisette

Last Name \*

Rodriguez

Primary Affiliation/Organization \*

Morrison, Brown, Argiz & Farra, LLC

1105 Alberca Street

City, State and Zip Code \*

Coral Gables

Phone Number \*

3058077341

Age \*

35 or younger

Gender \*

Female

Professional Background \*

- For-profit Organization
- Non-profit Organizaztion
- Government (Local, State)
- Government (Federal, Foreign)
- Other: .....

Previous HUF Relationship

- Current or Previous Volunteer
- Current or Previous Donor
- Current or Previous Committee Member
- Other: .....

Expertise/Special Skills (Check all that apply) \*

- Accounting /CPA
- Business
- Strategic planning
- Management
- Marketing/Public Relations/Media expertise
- Nonprofit Board governance experience
- Non-profit management experience
- Banking/Financial Services
- Information Technology
- Legal/Compliance
- Risk Management
- Human Resources
- Public Policy/Advocacy/Government Relations experience
- Investment and Asset Management experience
- Other: .....

Other board service/board training

I am a CPA in public accounting and my niche is not for profit organizations, and for the majority of my audit clients, I present the audit and financial statements to the audit/finance committee and board of directors, therefore I have many years of experience of interacting with board members in relation to the audit and as other matters come up during the year.

Assessment of level of interest in serving \*

1 2 3 4 5

Very Interested      Not Interested at All

Available Time and Commitment to serve \*

How much time/commitment are you able to share with HUF? Please consider travel & current commitments.

1 2 3 4 5

High Level of Time & Commitment      Low Level of Time & Commitment

Assessment Fundraising Potential \*

Assessment of giving & getting potential

1 2 3 4 5

High Level of Fundraising      Low Level of Fundraising

Referral or Connection Source

First and Last Name of individual you have a connection to at HUF.

Lazaro Gutierrez, former finance committee member

Additional Information

3/5/21

Jeffrey Nasse, Broward College

Email address \*

jnasse@broward.edu

Untitled Title

Date Completing Form \*

MM DD YYYY

03 / 04 / 2021

I am interested in serving as a volunteer leader with HUF (either on its Board of Directors or on one of its committees) because: \*

I would love to be a part of Hispanic Unity's mission to help people and empower families to realize opportunities here in South Florida.

First Name \*

Jeffrey

Last Name \*

Nasse

Primary Affiliation/Organization \*

Broward College

Additional Affiliation(s)/Organization(s)

Mailing Address \*

Cypress Creek Administrative Center, 6400 N.W. 6th Way

---

City, State and Zip Code \*

Fort Lauderdale, FL 33309

---

Phone Number \*

15612123878

---

Age \*

46 to 55

Gender \*

Male

---

Professional Background \*

- For-profit Organization
- Non-profit Organizaztion
- Government (Local, State)
- Government (Federal, Foreign)
- Other: \_\_\_\_\_

Previous HUF Relationship

- Current or Previous Volunteer
- Current or Previous Donor
- Current or Previous Committee Member
- Other: .....

Expertise/Special Skills (Check all that apply) \*

- Accounting /CPA
- Business
- Strategic planning
- Management
- Marketing/Public Relations/Media expertise
- Nonprofit Board governance experience
- Non-profit management experience
- Banking/Financial Services
- Information Technology
- Legal/Compliance
- Risk Management
- Human Resources
- Public Policy/Advocacy/Government Relations experience
- Investment and Asset Management experience
- Other: .....



Other board service/board training

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Assessment of level of interest in serving \*

1 2 3 4 5

Very Interested      Not Interested at All

Available Time and Commitment to serve \*

How much time/commitment are you able to share with HUF? Please consider travel & current commitments.

1 2 3 4 5

High Level of Time & Commitment      Low Level of Time & Commitment

Assessment Fundraising Potential \*

Assessment of giving & getting potential

1 2 3 4 5

High Level of Fundraising      Low Level of Fundraising

Referral or Connection Source

First and Last Name of individual you have a connection to at HUF.

Gregory Haile

Additional Information

Happy to serve HUF in any capacity in support of their mission.

<https://www.broward.edu/about/leadership/senior-management/dr-jeffrey-nasse.html>

## DR. JEFFREY NASSE



**Dr. Jeffrey Nasse**  
Interim College Provost  
and Senior Vice  
President for Academic  
Affairs

Dr. Nasse is a proven academic leader with a sustained track record of success in various leadership capacities at Broward College. He brings over 15 years of experience in collegiate teaching and administration across multiple areas to the position of Vice Provost of Academic Affairs. Some of his roles since joining Broward College in 2005, include Senior Associate Vice President of Academic Affairs, Dean of the Education Pathway, Dean of Academic Affairs, Dean of Academic Resources and Writing Programs, Associate Dean of English, and Associate Dean of Communication & Fine Arts. He has also held adjunct faculty positions at Florida Atlantic University, Central Maine Community College, and East Carolina University.

Dr. Nasse has demonstrated an aptitude for forging highly effective teams that have generated tangible student success results for the College, including efficiencies to include year-long scheduling options, improved drop/add processes for students, expanded academic resources for students, and most recently, led a college-wide focus on improving retention.

Upon his honorable discharge from the Marine Corps in 1994, Dr. Nasse attended East Carolina University, where he earned a Bachelor of Science in Communication in 1999 and a Master of Arts in English in 2002. He completed his Ph.D. in Educational Leadership and Research Methodology at Florida Atlantic University in 2013.

# Version 1

## Hatred Has No Place in Our Nation, Our Community

Hispanic Unity of Florida (HUF) and its Board of Directors joins the Jewish Federation of Broward County in condemning the rise of antisemitism. No group, religious or otherwise, should live in fear of intimidation or personal attack because of their beliefs.

As an organization which supports minority populations, we have witnessed firsthand how hatred and violence against a person because of his/her religion, identity, race, ethnicity, romantic preference or physical ability can cause irreparable damage.

Worse, when voices filled with hate begin to silence those of love, actions like those recently taken against our Jewish community can erode the foundation of a civil society. It is incumbent upon all of us to demand that we behave better towards our neighbors – we are better than this. We must teach our children to treat others with respect and dignity and demand that our leaders to lead by example. It is only through our collective actions that we can flush out the prejudice that still exists.

As an organization, HUF will continue to learn and work towards addressing both equity and racism issues within our own programs and services. Externally, we will continue our work with a broad coalition of Florida organizations who are working together to strengthen and amend Florida's hate crime legislation.

Over the past year, we have learned that our country is at its best when we “are all in this together.” We've seen tremendous examples of communities working together towards a shared outcome.

We must be better than this. Our children's future and their lives depend on it.

## Version 2 (Abbate)

### Hatred Has No Place in Our Nation, Our Community

Hispanic Unity of Florida (HUF) and its Board of Directors joins the Jewish Federation of Broward County in condemning ~~the rise of~~ antisemitism. No group, ~~religious or otherwise,~~ should live in fear of intimidation or personal attack because of their religious beliefs, race/color, age, abilities, national origin, sex, or other forms of discrimination.

As an organization which supports minority populations, we have witnessed firsthand how hatred and violence against a person or a group of persons because of his/her religion, identity, race, ethnicity, romantic preference or physical ability can cause irreparable damage.

Worse, when voices filled with hate begin to silence those of love, actions like those recently taken against our Jewish, Asian, Black, and Muslim community ~~can ultimately~~ erode the foundation of ~~a~~ civil society. It is incumbent upon ~~all of us~~ to demand that our leaders lead by example ~~we~~ behave better towards our neighbors — we are better than this. We must and teach our children to treat others with respect and dignity. ~~and demand that our leaders to lead by example.~~ It is only through our collective actions that we can flush out the prejudice, bigotry and discrimination that still exists.

As an organization, HUF will continue to learn and work towards addressing both equity and racism issues within our own programs and services. Externally, we will continue our work with a broad coalition of Florida organizations who are working together to strengthen and amend Florida's hate crime legislation.

Over the past year, we have learned that our country is at its best when we "are all in this together rally together for a common cause. As Americans, we are all in this together." We've seen tremendous examples of communities working together towards a shared outcome.

We must can be better than this. Our children's future and their lives depend on it.

Vision: *Everyone is empowered to live their American Dream.*

Mission: *Empowering immigrants and others to become self-sufficient, productive, and civically engaged.*

While Florida has the third largest immigrant population in the country, it is significantly behind in obtaining important policy gains that other states such as California and New York have advanced. Funding for immigrant issues from national foundations is often lacking (only \$1 out of every \$6 foundation dollar goes to immigrant issues). The lack of a cohesive and strong state policy and advocacy focus is clearly reflected in our state policies.

The tone has, at times, been less than immigrant-friendly and ultimately culminated in passage of bills such as SB168 which allows law enforcement agencies to detain immigrants and turn them over to ICE, the passage of penalties for “sanctuary” cities, the inability to pass state IDs for immigrant children or the state’s unwillingness to test English learners in their native language. During nearly every legislative session, an attempt is made to reverse in-state tuition for undocumented youth. The results in these punitive policies is the injury they cause to immigrant families and their children who suffer the consequences.

Florida has the potential to become a welcoming state for immigrants from across the world, like many states have done, instead of forcing them into the shadows. And, assist them in become even stronger contributors to the state’s economy as they open and grow businesses, obtain advanced degrees, purchase assets, and pay taxes.

At the national level, while most Americans support immigration reform, national rhetoric and policies have been, overall, less than immigrant friendly. Immigrants have witnessed significant deportation efforts, the near elimination of the U.S. asylum program, inhuman policies such as the separation of children from their parents, funding for a border wall, the expansion of the public charge rule and endless changes to the immigration system that make it more difficult for individuals and families to regularize their status.

HUF’s goal is to make the U.S. and specifically Florida, a country, and a state where immigrants can thrive and contribute to our collective prosperity.

Diversity, Equity & Inclusion:

Hispanic Unity of Florida and its Board of Directors are guided in their governance, Mission, and policy, as well as, thought, word and action by the belief that racism has no place in our society and our community. Hatred and violence against a whole people because of what you look like, where you were born, whom you love, where you worship and how you identify, have no place in our society.

## HUF Public Policy & Advocacy Committee

### Committee Member Duties & Responsibilities

1. Research and identify key issues that impact HUF's clients. We work closely with HUF staff, the Board, community stakeholders, coalition partners on identifying these issues and potential solutions.
2. Develop an annual public policy agenda (state & federal). The production of the Public Policy Agenda is shaped by the needs of our community and clients, guided by the recommendations of this Committee, and takes into consideration the goals of our outside partners and the coalitions of which HUF is a part of, including the HUF-led Children of Immigrant Families Coalition.
3. Review and approve HUF's annual public policy agenda.
4. Develop strategies for key advocacy priority and identify external advisors for "ad hoc" subject-matter consultations
5. Cultivate and maintain relationships with elected officials at all levels of government from both sides of the aisle and stakeholders.

### Committee Chair(s) Duties & Responsibilities

1. Communicate consistently with HUF's Board of Directors to inform them about the issues and the work that is being done; and to have them engage with the work.
2. Work with HUF PP&A team to increase HUF team members' and board member understanding of the benefits of public policy engagement and advocacy, and what HUF is permitted to do in this area.

### ENGAGEMENT PRIORITIES

Annually, HUF publishes a Public Policy Agenda at [www.hufempowermentcenter.org](http://www.hufempowermentcenter.org) that highlights the priorities of our community and the clients we serve.

Each year, prior and during Florida's Legislative Session, HUF strives to engage elected officials to advocate for its policy priorities.

HUF also meets with, and engages in, policy discussions **and outreach policy priorities with** congressional representatives and/or their policy staff throughout the year.

These priorities reflect HUF's own key program areas:

- Healthcare
- Economic development
- Education
- Immigration

## **Public Policy Objectives**

### **Objective #1:**

Establish and maintain relationships with local, state, and congressional policymakers by engaging in relationship-building activities.

### **Objective #2:**

Educate and seek support from policymakers on HUF's policy priorities and seek support from both sides of the aisle.

We aim to do this by holding meetings and events where research and data, client stories, and our priorities are shared. We also share potential solutions and opportunities of improvement and the resources or actions needed to be taken to make an impact or to create change.

## **Guidelines for Engagement**

The issues we advocate for must align with HUF's mission: *Empowering immigrants and others to become self-sufficient, productive, and civically engaged* as well as, reflect and support HUF's programs and service areas.

## **Committee Structure**

The Committee should reflect a balance between diverse perspectives, demographics, and political and ideological viewpoints.

The members should be comprised of community stakeholders and individuals engaged in public policy work who can provide subject expertise, knowledge and/or passion for public policy advocacy, work or willing to engage with elected officials, and a desire to advocate on behalf of HUF, its clients, and its public policy agenda.

## **For Committee Members**

In serving on the Public Policy & Advocacy Committee we ask that each participant make a commitment to the following:

1. To actively participate in most monthly Committee meetings.
2. To recommend to the Committee actions and positions which it could take regarding public policy and keep it abreast of pertinent happenings and trends.

3. To assist in securing meeting and/or participate in meetings with elected officials throughout the year to advocate for our priority Issues.
4. To support and participate in 'call to actions' with a phone call or email campaign on specific legislation when the need arises throughout the year.

## **Accountability**

The Public Policy & Advocacy Committee is a Board level committee, and a member of the Board of Directors (as per HUF bylaws) should have a leadership role as a chair or co-chair of the committee.

The Board of Directors must provide approval of the Committee's annual legislative agenda and all engagement activities. Ad hoc policy and advocacy requests will be approved by HUF's executive committee and chairs of the PP&A Committee with the implicit approval of the Board of Directors.

## **Implementation & Action**

**The committee members will support and participate (*when possible*) along with HUF staff to:**

1. Reach out to all offices of Federal representatives in South Florida
2. Reach out to all offices of state legislators in Broward and Miami-Dade counties.
3. Meet a minimum once per year with local, state, or federal elected officials or their chiefs of staff, before or after legislative sessions.
4. Attend legislative sessions in Tallahassee and/or Washington DC to advocate HUF's public policy agenda.
5. Invite policymakers and/or staff to meet (virtually if necessary) with HUF's CEO and/or this Committee and Board Members.
6. Recognize policymakers through social media & HUF newsletter.

## **Meetings**

The Public Policy & Advocacy Committee will meet the second Friday of each month or as often as the committee deems necessary to fulfill its responsibilities.

## **Ethics & Compliance**

All staff, board members and volunteers of the organization act with honesty, integrity, and openness in all their dealings as representatives of the organization. The organization promotes a working environment that values respect, fairness, and integrity.

Hispanic Unity exercises due diligence in being aware and complying with all laws and regulations.

Hispanic Unity of Florida, Inc. complies with all state and federal regulations governing non-profit lobbying. HUF complies with all recordkeeping and accounting required to document lobbying activities with the IRS.

**HUF's Board of Directors and the organization understands** that advocacy and lobbying are permissible for 501(c)3's. They understand that HUF will not jeopardize its nonprofit status. They understand that HUF has submitted (one time) to the IRS its "H" Exemption which sets very generous limits on advocacy spending (up to 20% of staff time and agency resources) and that HUF will track annually its lobbying expenditures.

Updated Last: May 2021

Approved by the Public Policy & Advocacy Committee on: May 2021



**Hispanic Unity of Florida**  
**Board of Directors Meeting**  
**Zoom Meeting Minutes**  
**May 11, 2021**

**Call to Order/ Roll Call**

At 4:00pm

**Chair Welcome**

**Finance Committee**

- **2020 HUF Financial Audit Presentation**

Andrew Fierman, CPA and partner at Caballero, Fierman, Llerena & Garcia, L.L.P. (CFLG), presented HUF's audited financial statements to the Board of Directors. The documents comprise the statement of financial position of the agency as of December 31<sup>st</sup>, 2020. He indicated there was no need to make changes to the documents that were originally received by the firm, which demonstrates the good work of HUF and of the Finance Committee. Additionally, he was pleased to report there were no disagreements during the audit process.

John Guerrero reminded the members of the Board that during their last meeting, they voted to approve HUF's 2020 financial statements, pending the Audit Committee meeting. As indicated by Mr. Fierman, no changes were made to these documents. He thanked Mr. Fierman and his firm for the thorough audit process, as well as Virginia Cielo, Chuck McGuire, and the members of the Finance Committee for their hard work. He also indicated the financials were approved and were sent to all required stakeholders on time.

- **City of Hollywood Grant Amendment**

Felipe Pinzon indicated HUF receives funds from the City of Hollywood every year. These funds usually support Economic Development programs. During 2020, the agency has received almost \$17,000 to provide Emergency Service Assistance. He mentioned the Board needs to review and decide if they approve the proposed amendment, which changes the way in which HUF bills the City of Hollywood for the services provided to the community.

Virginia Cielo clarified the amendment needs to be signed because due to the COVID-19 pandemic, the agency has not been able to comply with the conditions specified in the initial contract. The amendment will allow the agency to provide services, while changing the invoicing process. HUF will not be able to invoice the City of Hollywood until the amendment is signed. Angie Stone, as Secretary of the Board of Directors, would sign the proposed amendment if approved.

**Motion**

John Guerrero motioned to accept the "First Amendment to The Agreement Between the City of Hollywood And Hispanic Unity of Florida, Inc. To Provide Emergency Service Assistance", and to approve that Angie Stone, as Secretary of HUF's Board of Directors, signs this amendment. Steve Sampier provided the second. Motion passed.

**Presentations**

- **Thank you to Emma Pfister, outgoing Board Treasurer & Finance Committee Chair**

John Guerrero thanked Emma Pfister for her dedication, time, and patience, as Treasurer of HUF's Board of Directors and Chair of the Finance Committee. He indicated Emma is a great professional and the Board members will miss her. Emma Pfister mentioned it has been a pleasure to serve HUF. When she was introduced to the agency by Barbara Grevior, she felt immediately connected with its mission and work. She indicated she will keep involved in the organization and continue to serve on the Finance

Committee. Additionally, she thanked Virginia Cielo, Chuck McGuire and the entire management team and accounting department for their hard work.

John Guerrero reminded the members of the Board, that since June 1<sup>st</sup>, Deborah Pena, partner at PricewaterhouseCooper (PwC) will be the new Treasurer of HUF's Board, as well as the Chair of the Finance Committee.

- **Welcome to Andres Connell, Vice President of Programs**

Felipe Pinzon introduced Andres Connell, HUF's new Vice President of Programs (VPP), who joined the agency on May 3<sup>rd</sup>. Andres has a bachelor's degree in Sociology, a master's degree in Nonprofit Administration, and more than twenty years of experience in the nonprofit sector. In California, he led Nuestra Casa de East Palo Alto for ten years as Executive Director. He has extensive experience in finance, marketing, and other nonprofit related areas. As VPP, Andres will oversee HUF's 3 program areas, and will work with Felipe on funding.

Andres introduced himself to the Board and thanked all members for the warm welcome. He expressed his excitement to join the agency after going through a very thorough selection process. He indicated in his 25 years of experience in the nonprofit sector, he has never come across an organization where everyone echoes the sentiment and passion of serving clients as HUF's team does. He congratulated Josie Bacallao, Felipe Pinzon, and the management team, for creating a culture that is thriving and taking HUF to the next level. He mentioned he feels very humbled and honored to be part of HUF's team. Andres indicated he is originally from Colombia and came to the United States when he was 13 years old. He has dedicated his life to serve and shares this passion with HUF's team.

The Board members introduced themselves to Andres Connell and shared with him their backgrounds and experience within the organization.

## **Public Policy & Advocacy Presentation**

Josie Bacallao explained to the Board why HUF is involved in Public Policy and Advocacy. If the agency wants to change an individual's or a family's life, it should not only provide programs and services, but also work to generate changes in the system. This is only possible if the organization gets involved in other ways. Most people think nonprofits can't lobby, but there are specific rules related to lobbying and advocacy set by the IRS. Josie Bacallao presented to the Board the rules for 501(c)(3) organizations. The only thing HUF can never do is to endorse a candidate. She also explained the difference between lobbying and advocacy and gave specific examples on ways in which HUF does both things. The strategy of the agency has been to work on policy topics that are directly linked to HUF's mission.

Eduardo Pineda, Senior Program Manager of HUF's Economic Development area, presented to the Board members the programs *Te Ayudo* (access to healthcare) and *Comprando Rico y Sano* (food security). He explained what each program does and the ways in which they help clients. Additionally, he explained the challenges of the program and its clients during the COVID-19 pandemic. After this presentation, Otto Valenzuela, HUF's Public Policy and Advocacy Manager, indicated that in addition to these programs, and to find long term solutions, HUF has been working through advocacy around these topics. The organization has worked with different coalitions to elevate their voices and has included matters related to these subjects in the agency's 2021 agenda.

To finalize the presentation, Carolina Cardozo indicated one of the most important assets HUF has to advance its mission is the Board of Directors. There are three ways in which the Board members can engage in advocacy by: supporting the strategy, helping with the budget and resources, and through personal engagement. She presented different examples in which the Board can support HUF and indicated no one needs to be an expert to become an advocate.

Josie Bacallao invited the members of the Board to visit [www.hufempowermentcenter.org](http://www.hufempowermentcenter.org) to get more information on HUF's priorities. She also indicated that after her retirement, Felipe Pinzon and Otto Valenzuela will be leading this work.

## **Governance Committee Presentation**

Angie Stone provided an update on the Board of Directors Engagement Documents and Dashboard. She indicated Ana Arguello, HUF's newest Board member, has already been included in these tools. The dashboard is a reminder of the commitments all Board members have with the agency. It is also a great tool to strategize the Board's succession planning. She highlighted the main items included in the dashboard are: The personal \$1,000 gift all Board members commit to give to HUF on an annual basis, and the \$2,500 fundraising goal each member has per year. Between these two items, HUF should receive approximately \$60,000 during 2021, but, even though the first semester of the year is about to end, the Board has reached only 20% of these goals. She will send the link to these documents to all Board members, as well as other resources that might be useful to attain these goals. She will also include the presentation Shani Wilson made at the beginning of the year, about the different ways in which the Board of Directors can support HUF.

Angie Stone also indicated the Board needs to have strong board member, officers and committee chair succession plans, especially since the agency is close to its 40<sup>th</sup> anniversary. She mentioned the Governance Committee will be contacting each Board member to better understand everyone's interests and goals. John Guerrero suggested for the Board members to contact him if they have any specific interests in being part of a committee or serving as chairs or co-chairs in the future. He indicated one of the biggest opportunities of getting involved in a Board of Directors such as the one HUF has, is using all personal development opportunities in the professional life. He also encouraged the members of the Board to reach their fundraising goal during 2021, by starting to contact friends and family.

## **Transition Update**

John Guerrero reminded the members of the Board that the Transition Committee was formed in 2020, as soon as Josie Bacallao announced her retirement. The purpose of the committee has been to oversee HUF's CEO transition. According to the detailed schedule they have been following, the process is on track and some of the main milestones, such as finding a Vice President of Programs, have already been met. He also indicated Felipe Pinzon has been very busy. He has joined several groups, is having one-on-one sessions with all Board members, and has been meeting with corporate and individual donors.

Felipe Pinzon mentioned that now that Andres Connell, new Vice President of Programs joined the agency, they will focus on making strategic decisions related to increasing capacity in some areas.

## **Consent Agenda**

### **Motion**

John Guerrero motioned to accept the consent agenda. Steve Sampier provided the second. Motion passed.

## **General Meeting Adjourned**

6:00pm

Hispanic Unity of Florida  
Finance Committee Meeting Minutes  
May 20, 2021

**Attendance:**

5 members present – Ms. Pfister, Mr. Karlen, Ms. Pena, Ms. Monserrat, and Mr. Nazur

3 members excused – Mr. Bacher, Mr. Tatelbaum, Mr. Alvarez

9 non-voting members present – Mr. Guerrero, Ms. Bacallao, Mr. McGuire, Ms. Cielo, Ms. Wilson, Mr. Pinzon, Mr. Connell, Ms. Rosales-Furer and Ms. Derrick

1 non-voting members excused – Ms. Paradowski

**Open Meeting:**

Mr. Guerrero called the meeting to order at 8:35am.

**Update on Treasurer Transition:**

Mr. Guerrero announced that effective June 1, 2021 Ms. Pena would be replacing Ms. Pfister as Treasurer to Board of Directors and Chair of the Finance Committee. Ms. Pfister has agreed to remain a member of the Finance Committee for the rest of 2021.

**Staff Introductions and Updates:**

Mr. Pinzon introduced Andres Connell, the new VP of Programs and he also announced the promotion of Shani Wilson to VP of Fund Development.

**January, February and March 2021 Financial Statements**

Mr. McGuire emailed the previously presented **Draft** and **now sent final** January 2021 and February 2021 financial statements to members for review. He only presented the March financials since he went over the January and February financials in draft form at the April meeting. Through March 2021, HUF had an operating gain of \$141K. The year to date projected gain was \$118K. There was a total favorable variance to budget of \$23K.

**Hispanic Unity of Florida, Inc.**

Notes to Financials

March 31, 2021

UNR Net Assets

Reconciliation of UNR Net Assets:

1	Gain from Program Operations	190,303	
2	Loss from Support Services	<u>(49,227)</u>	
	<b>Increase in UNR Net Assets</b>	<b><u>\$ 141,076</u></b>	<b>Operating Gain</b>
		-	

The year to date projected gain was \$118K with an actual gain of \$141K which is a favorable variance of \$23K.

1) Development is ahead of budget by \$45K

2) Programs exceeded budget by \$23K

3) Admin had an unfavorable variance of (\$44K)

*Programs:*

Program's total contribution-to-date toward administrative and shared fixed costs to the agency totaled \$329K.

*Development:*

The Development area contributed \$222K toward administrative and shared fixed costs to the agency.

## Cash

Year to date cash increased by \$315K as a result of the following activities:

(\$137,844)	Decrease in Net Assets
<u>472,957</u>	Adjustments to reconcile decrease in net assets
<b>335,113</b>	<b>Net cash generated by operating activities</b>
(15,678)	Investing Activities
<u>( 4,473)</u>	Financing Activities
<b><u>\$ 314,962</u></b>	<b>Increase in Cash</b>

### **Notable Donations/Awards for March 2021:**

Capital One	\$25K
Pamela Admire	\$10K
Unidos STEAM	\$5K
Individuals	\$17K

Program Grant billing through March was down (\$225K). Program salaries were down (\$180K), Program expenses were down (\$27K) and budgeted loss in grant profitability was down (\$20K)—all due to the pandemic.

Mr. Nazur determined that the committee didn't need to approve the January and February financials since the March financials were cumulative. All agreed.

#### **Motion:**

Ms. Pena motioned to approve the March 2021 Financial Statements (along with the January & February 2021 statements) as presented. Ms. Monserrat provide the second. Motion passed.

#### **Programs Update:**

Mr. Pinzon indicated that the preschool will reopen August 16<sup>th</sup> and filed paperwork with the state to be once again become a certified VPK provider. VITA is having challenges due to pandemic, but they are working with their partners to maximize contracts. In the Education area, CSC has granted HUF an additional school—Pines Middle School—along with \$360K to serve another 70 children. Directors have been meeting to discuss reopening and providing in-person services.

#### **Development Update:**

Ms. Wilson reported that our unrestricted fund raising goal of \$465K was surpassed by approximately 23% with a new total of \$576K which is an increase of \$30K from last month.

#### **PPP Update:**

Ms. Cielo indicated that the fund was closed – funds depleted. Originally the PPP deadline for submission was to be May 31, 2021 and there were no more funds the first week of May. She pursued other avenues but had no success with other banks. HUF did not meet specific minority criteria for the state of Florida or other allowable criteria explored. Mr. Nazur echoed that the SBA ran out of funding. The silver lining is that last year we got more of our PPP loan forgiven than expected.

**Next Finance Committee Meeting is Scheduled for Thursday June 17, 2021**

**HISPANIC UNITY OF FLORIDA, INC.**

**FINANCIAL STATEMENTS**

**MARCH 31, 2021**

**(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2020)**

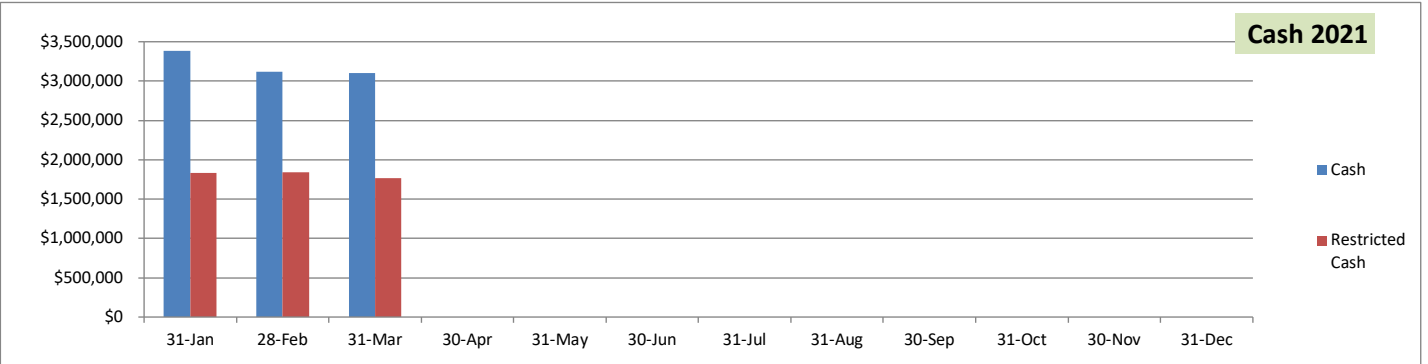
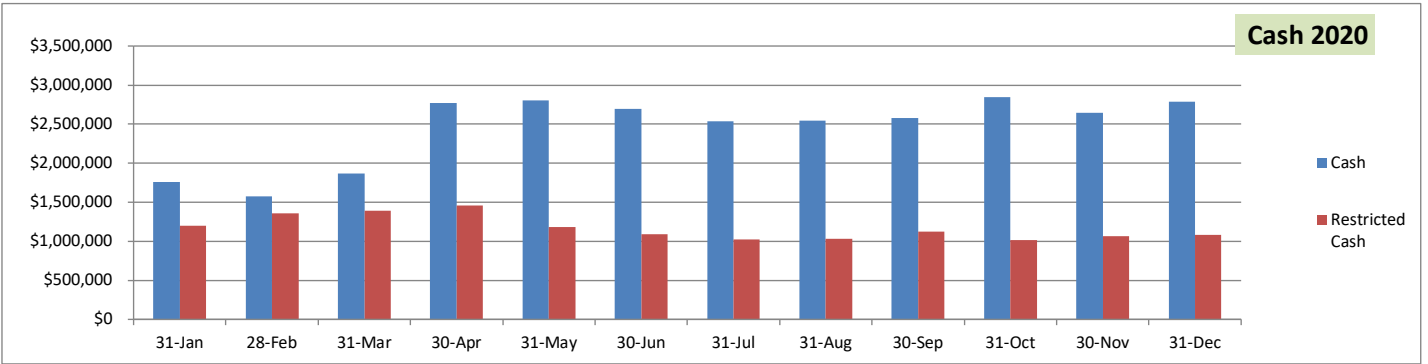
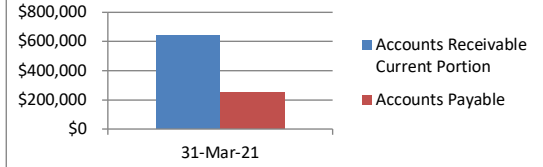
Prepared by: D Guterriez on 5/7/21  
Reviewed by: C McGuire on 5/10/21  
Reviewed by: V Cielo on 5-13-21

# MARCH 31, 2021 Dashboard

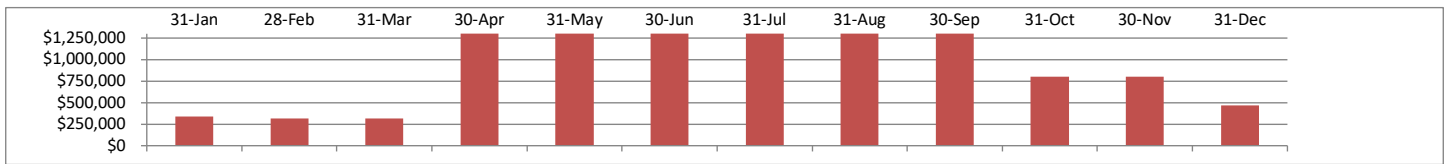
## Revenue YTD Compared to Previous YTD

3/31/2021			
	Revenue YTD as of 3/31/2021	Revenue YTD as of 3/31/2020	Year Over Year Chng
Unrestricted Revenue	\$1,704,724	\$1,532,184	\$172,540
Restricted Revenue	(\$278,920)	(\$274,382)	(\$4,538)
<b>Total Revenue</b>	<b>\$1,425,804</b>	<b>\$1,257,802</b>	<b>\$168,002</b>

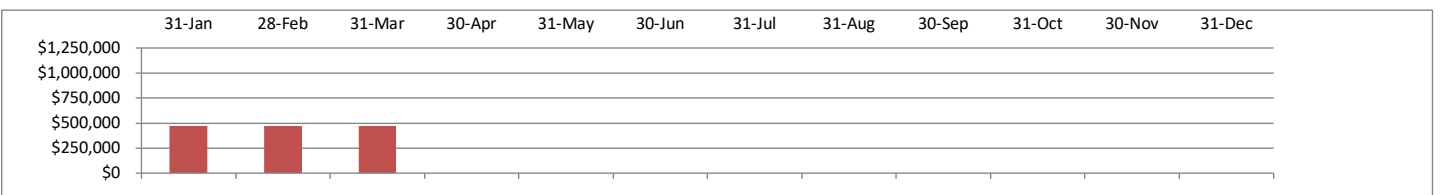
## Accounts Receivable Vs Payables March 31, 2021



## PPP Loan and Line of Credit Usage 2020



## Line of Credit Usage 2021



**HISPANIC UNITY OF FLORIDA, INC.**  
**STATEMENT OF FINANCIAL POSITION**  
**MARCH 31, 2021**  
(WITH COMPARATIVE TOTALS AS OF DECEMBER 31, 2020)

	<u>2021</u>	<u>2020</u>	
<u>ASSETS</u>			
Current Assets			
Cash	3,102,201	2,787,239	Cash Detail pg7; CashFlow pg6
Grants receivable	438,804	324,482	Schedule 1
Unconditional promises to give, net	201,092	634,947	Schedule 1 & 3
Prepaid expenses	<u>20,972</u>	<u>46,921</u>	
Total Current Assets	<u>3,763,069</u>	<u>3,793,589</u>	
Non-Current Assets			
Long term unconditional promises to give	24,966	79,966	Schedule 1 & 3
Property and equipment, net	1,378,316	1,398,046	
Deposits and Other Assets	<u>34,082</u>	<u>34,202</u>	
Total Non-Current Assets	<u>1,437,364</u>	<u>1,512,214</u>	
Total Assets	<u>5,200,433</u>	<u>5,305,803</u>	
<u>LIABILITIES AND NET ASSETS</u>			
Current Liabilities			
Accounts payable and accrued expenses	248,176	211,227	Schedule 2
Mortgages payable, current portion	17,666	17,667	
Lines of credit	470,065	470,065	
PPP Loan	<u>-</u>	<u>-</u>	
Total Current Liabilities	<u>735,907</u>	<u>698,959</u>	
Noncurrent Liabilities			
Mortgages payable, net of current portion	<u>771,253</u>	<u>775,727</u>	
Total Non-Current Liabilities	<u>771,253</u>	<u>775,727</u>	
Total Liabilities	<u>1,507,160</u>	<u>1,474,686</u>	
Net Assets			
Without Donor Restrictions	1,891,384	1,750,308	141,076
With Donor Restrictions	<u>1,801,889</u>	<u>2,080,809</u>	<u>(278,920)</u>
Total Net Assets	<u>3,693,273</u>	<u>3,831,117</u>	(137,844)
Total Liabilities and Net Assets	<u>5,200,433</u>	<u>5,305,803</u>	
Gain from Program Operations	190,303		
Gain from Support Services	(49,227)		
<b>Increase (Decrease)</b>	<b>141,076</b>		



**HISPANIC UNITY OF FLORIDA, INC.**  
**STATEMENT OF ACTIVITIES**  
**FOR THE THREE MONTHS ENDED MARCH 31, 2021**  
**(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2020)**

	2021			2020
	Without Donor Restrictions	With Donor Restrictions	Total	Total
Revenues and Other Support:				
Contributions	80,946	575,750	656,696	1,909,844
Special events	3,000	-	3,000	51,450
Grants from governmental agencies	703,517	-	703,517	2,412,056
Other grants and fees	31,453	-	31,453	1,089,985
Miscellaneous	-	31,138	31,138	199,573
Donations, in-kind	-	-	-	81,816
Net assets released from restrictions:				
Satisfaction of time restrictions	278,920	(278,920)	-	-
Satisfaction of program and purpose restrictions	606,888	(606,888)	-	-
<b>Total Revenues and Other Support</b>	<u>1,704,724</u>	<u>(278,920)</u>	<u>1,425,804</u>	<u>5,744,724</u>
Expenses (Functional)				
Program services	1,416,587	-	1,416,587	5,101,540
Management and general	139,995	-	139,995	504,166
Fundraising	7,066	-	7,066	25,451
<b>Total Expenses</b>	<u>1,563,648</u>	<u>-</u>	<u>1,563,648</u>	<u>5,631,157</u>
<b>Change in Net Assets</b>	<u>141,076</u>	<u>(278,920)</u>	<u>(137,844)</u>	<u>113,567</u>
Net Assets - Beginning of Year	<u>1,750,308</u>	<u>2,080,809</u>	<u>3,831,117</u>	<u>3,717,550</u>
Net Assets - End of Year	<u>1,891,384</u>	<u>1,801,889</u>	<u>3,693,273</u>	<u>3,831,117</u>

**HISPANIC UNITY OF FLORIDA, INC.**  
**STATEMENT OF CASH FLOWS**  
**FOR THE THREE MONTHS ENDED MARCH 31, 2021**  
**(WITH COMPARATIVE TOTALS FOR THE YEAR ENDED DECEMBER 31, 2020)**

	<u>2021</u>	<u>2020</u>
Cash Flows from Operating Activities		
Increase (decrease) in net assets	\$ (137,844)	\$ 113,567
Adjustments to reconcile increase (decrease) in net assets to cash provided by operating activities:		
Depreciation	35,526	127,623
Changes in assets and liabilities		
(Increase) decrease in grants receivable	(114,322)	42,101
(Increase) decrease in unconditional promises to give	488,855	811,217
(Increase) decrease in prepaid expenses	25,951	19,616
(Increase) decrease in security deposits and other assets	-	478
Increase (decrease) in accounts payable and accrued expenses	<u>36,947</u>	<u>(86,139)</u>
Total adjustments	<u>472,957</u>	<u>914,896</u>
Net Cash Provided by Operating Activities	<u>335,113</u>	<u>1,028,463</u>
Cash Flows from Investing Activities		
Acquisition of property and equipment	<u>(15,678)</u>	<u>(128,065)</u>
Net Cash (Used In) Investing Activities	<u>(15,678)</u>	<u>(128,065)</u>
Cash Flows from Financing Activities		
Net Advance (Repayment) of PPP	-	
Net Advance (Repayment) of LOC	-	92,345
Borrowing (Repayment) of mortgage	<u>(4,473)</u>	<u>(16,611)</u>
Net Cash Provided by Financing Activities	<u>(4,473)</u>	<u>75,734</u>
Increase (decrease) in Cash	314,962	976,132
Cash - Beginning of Year	<u>2,787,239</u>	<u>1,811,107</u>
Cash - End of Year	<u>\$ 3,102,201</u>	<u>\$ 2,787,239</u>

**Cash Detail**  
**MARCH 31, 2021**

***Without Donor Restrictions and With Donor Restrictions Cash:***

Bank of America	Operating	95,228	
BB&T	Payroll	17,523	
BB&T	Operating	235,922	
Petty Cash	Imprest	800	
Woodforest	PPP	613,344	
BB&T	Asset Reserve Fund	60,223	
BB&T	Reserve Fund	<u>310,054</u>	<b>1,333,095</b> Without Donor Restrictions
BB&T - Money Market	Opportunity Fund	510,067	
BB&T - Money Market	Grantor Funding	<u>1,259,040</u>	<b>1,769,106</b> With Donor Restrictions
			<hr/>
			<b><u>\$ 3,102,201</u></b> TOTAL CASH

Temporarily Restricted Funds Schedule  
MARCH 31, 2021

Awards Brought Forward to 2021	AREA	CC	December 31, 2020	Increase/ (Decrease)	Additions	Increase/ (Decrease)	March 31, 2021
American Express UW 4-20 to 4-21	Cit	156	50,000	(50,000)			-
BBT 1-1-21 - 12-31-21	Dev	010	25,000	(25,000)			-
Broward College 2021	EP	415	8,000	(8,000)			-
Chan Zuckerberg 1/1/20 - 5/1/21	Dev	010	56,476	(56,476)			(0)
Citi Entrepreneurship Converted to Emergency 3-1-2020 - 2-28-2021	EF	326	22,682	(22,682)			0
Development 2021 Time Restriction	Dev	010	256,762	(256,762)			0
Florida Blue Foundation 10/2020 - 10/2021	PB	543	85,162	(23,775)			61,387
Frederick Delucca 5-1-20 1 funds are expended	EF	336	28,024	(23,301)			4,723
Frederick Delucca 9-1-2020 to 8-31-21. Will Start in Jan 2021.	ST	411	158,416	(23,884)			134,532
Herb Block Restricted to 2021	Cit	156	10,000	(10,000)			-
JM Family 2021	Dev	010	35,000	-			35,000
JM Family 2022	Dev	010	35,000	-			35,000
Kresge Awarded in Jun 2019 and begins Aug 2020 through Nov 30, 2021	STE	460	168,000	(45,818)			122,182
Moran Foundation 01/01/21-12/31/21	CWF	503	350,000	(79,793)			270,207
NALCAB 6-22-20 to 4-30-21	CWF	574	17,308	(5,718)			11,590
NALEO 7-1-2020 to 6-30-2021	EZ	606	21,987	(11,112)			10,876
Susie & Alan Levan Family Foundation 5-1-21 - 4-30-22	Dev	010	25,000	-			25,000
Susie & Alan Levan Family Foundation 5-1-22 - 4-30-23	Dev	010	25,000	-			25,000
Third Federal Bank-Foundation restrict to 2021	VITA	301	15,000	(15,000)			-
TJMF - 9-01-18 - 8-31-23	Admin	000	282,273	(19,246)			263,027
Truist Foundation Database Management System use in April 21	Admin	000	25,000	-			25,000
Unidos-RICO 11-1-20 to 1-31-22	PB	537	92,874	(20,442)			72,432
UW - JP Morgan Chase October 2020 to April 2022 Use in 2021	CWF	507	280,000	(45,734)			234,266
Voices for Healthy Children awarded in June Grant Period 7-1-20 to 2-28-21	AA	012	7,845	(7,845)			-
			<b>2,080,809</b>	<b>(750,587)</b>	-	-	<b>1,330,222</b>

Added in 2021							
					New 2020		1,330,222
					TR Grants		
Moran Research 1-1-21 - 12-31-22	CWF	531			500,000	(28,332)	471,668
					<b>500,000</b>	<b>(28,332)</b>	<b>471,668</b>

TOTAL \$ 2,080,809 \$ (750,587) \$ 500,000 \$ (28,332) \$ 1,801,889

YTD Satisfaction of Time Restrictions \$ (278,920)

**HISPANIC UNITY OF FLORIDA, INC.**  
**STATEMENT OF ACTIVITIES - TOTAL**  
**FOR THE THREE MONTHS ENDED MARCH 31, 2021**

	Month Actual	Month Budget	Over (Under)	Year to Date Actual	Year to Date Budget	Over (Under)	
<b>Revenues</b>							
Donations - UNR	\$ 16,578	\$ 18,809	\$ (2,231)	\$ 80,949	\$ 56,425	\$ 24,524	All Individual donations
Donations - TR	40,000	37,124	2,876	575,750	313,875	261,875	Capital One \$25K, Pamela Admire \$10K, Unidos Steam \$5K
Satisfaction of Restrictions	122,713	132,496	(9,783)	278,920	449,291	(170,371)	Positive variance when added together
Fundraising Events	0	1,667	(1,667)	3,000	5,000	(2,000)	
Grant Income	255,362	320,061	(64,699)	734,970	960,182	(225,212)	Program billing was down due to COVID
Interest Income	3,653	299	3,354	4,428	897	3,531	Includes a dividend from Amtrust for \$3.6K
Rental Income	4,308	4,383	(75)	12,923	13,149	(226)	
Voluntary Pre-K	0	1,833	(1,833)	0	5,500	(5,500)	
Fees & Miscell Income	9,280	12,000	(2,720)	13,784	36,000	(22,216)	Civic Engagement fees fell behind \$16K and VPK Tution was behind \$6K
<b>Total Revenues</b>	<b>451,894</b>	<b>528,672</b>	<b>(76,778)</b>	<b>1,704,724</b>	<b>1,840,319</b>	<b>(135,595)</b>	
<b>Expenses</b>							
Salaries and benefits	425,271	428,132	(2,861)	1,141,058	1,283,197	(142,139)	Underage offsetting revenues
Advertising	1,740	976	764	2,935	2,928	7	
Bank service charges	1,092	825	267	3,155	2,475	680	
Building repairs/maint	14,947	19,186	(4,239)	43,060	57,557	(14,497)	
Depreciation	11,831	11,844	(13)	35,506	35,526	(20)	
Dues Subscriptions	1,433	1,455	(22)	7,965	4,363	3,602	
Information Technology	8,217	13,721	(5,504)	24,568	41,162	(16,594)	
Insurance	4,335	4,665	(330)	12,645	13,995	(1,350)	
Interest expense	4,509	4,813	(304)	14,512	14,439	73	
Licenses and permits	0	113	(113)	70	338	(268)	
Mileage reimbursement	408	2,376	(1,968)	729	7,793	(7,064)	
Miscellaneous	(2)	(22)	20	270	(15)	285	
Office expense	3,471	3,701	(230)	10,718	11,103	(385)	
Postage and shipping	247	610	(363)	(397)	1,827	(2,224)	
Printing	2,911	4,427	(1,516)	9,063	13,279	(4,216)	
Professional fees	45,300	20,651	24,649	97,209	57,781	39,428	\$24K Covered by Chan Zuckerberg Advocacy Grant, and \$20K is covered by Moran Research Grant.
Program expenses	23,437	51,569	(28,132)	106,441	135,829	(29,388)	Underage offsetting revenues
Public relations	762	292	470	885	875	10	
Rent	3,662	1,680	1,982	6,504	5,039	1,465	
Staff events/meetings	0	833	(833)	227	2,500	(2,273)	
Staff training and development	2,917	1,316	1,601	6,029	3,948	2,081	
Telephone	3,073	2,134	939	9,737	6,400	3,337	
Telephone - Cell/HotSpots	8,109	4,629	3,480	24,703	13,889	10,814	
Utilities	2,073	2,184	(111)	6,056	6,549	(493)	
<i>Worst Case-Admin Net Effect</i>		0	0		1	(1)	
<b>Total Expenses</b>	<b>569,743</b>	<b>582,110</b>	<b>(12,367)</b>	<b>1,563,648</b>	<b>1,722,778</b>	<b>(159,130)</b>	
<b>Increase (Decrease) in UNR Assets</b>	<b>(\$ 117,849)</b>	<b>(\$ 53,438)</b>	<b>\$ (64,411)</b>	<b>141,076</b>	<b>\$ 117,541</b>	<b>\$ 23,535</b>	
			Programs	\$ 190,303			
			Support	\$ (49,227)			
			Total	\$ 141,076			

## TJMF Actual through Mar 31, 2021

### TJMF\* Capacity Building & Program Development Reserve Fund (the "Reserve Fund")

	Total To Date	
Citizenship Fundraising Match	\$ 25,000	
The Non-Profit Assistance Center	\$ 90,240	CPA - Finance Area
Incremental Salaries	\$ 92,575	Incremental Salary Increases through Mar 31, 2021
Incremental Salaries--Felipe	2,750	
Incremental Salaries--New VPP	\$ -	
National Executive before 2021	\$ 10,084	Recruitor - Director
National Executive VPP	\$ 3,500	VPP
Missing Link	\$ 12,825	Consultant - Human Resources
Other Spending	\$ -	Other Spending
	<b>\$ 236,973</b>	<b>Actual Through Mar 31, 2021</b>
	\$ 263,027	Grant Balance as of Curr. Month End
Remaining Commitment Executive Search for VP of Programs	\$ 2,500	Remaining Commitment 2021
2021 Salaries - Committed Salary VC, NS & CM	\$ 32,425	Remaining Commitment 2021
2021 Salaries - ED	\$ 7,250	Remaining Commitment 2021
2021 Salaries - New VPP	\$ 83,333	Remaining Commitment 2021
Remaining 2021 Commitment	<b>\$ 125,508</b>	
Remaining Commitment	\$ 137,519	
2021 Purchases	\$ -	
Total 2021 Commitment remaining	<b>\$ 137,519</b>	Remaining Commitment

<b>Total Spent &amp; Committed as of Mar 31, 2021</b>	<b>\$ 500,000</b>
Original Budget (Must be spent by 2023)	500,000
Remaining Dollars	<b>\$ (0)</b>

#### Funds must be used by 2023

**\$375,000 Mission / Opportunities**      **\$ 375,000**

The Non-Profit Assistance Center	\$ 90,240	CPA - Finance Area Spent
Citizenship Fundraising Match	\$ 25,000.00	Spent
National Executive before 2021	\$ 10,084	Recruitor - Director Spent
Executive Search for VP of Programs	\$ 6,000	Board Resolution 12-9-2020 Committed
Program Salary Increase 2021 for VP	\$ 10,000	Board Resolution 12-9-2020 Committed
Salary & Benefits New Program VP	\$ 83,333	Board Resolution 12-9-2020 Committed
Missing Link	\$ 12,825	Consultant - Human Spent
	<b>\$ 237,481.52</b>	
Other Commitments	\$ 137,519.00	
2021 Purchases	\$ 1,339.00	
Total 2021 Commitment remaining	\$ 136,180.00	
<b>\$125,000 capacity building</b>	<b>\$ 125,000</b>	
Remaining 2021 Commitment	\$ 32,425	Committed Salaries not yet spent
Incremental Salaries	\$ 92,575	Incremental Salary Increases
	<b>\$ 125,000</b>	
		Uncommitted Balance
<b>Balance</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b> <b>\$ (0)</b>

# Marketing Committee Minutes

## Microsoft Teams Meeting

### May 12, 2021

**Teams Meeting:** Lesli Cartaya-Franco, Josie Bacallao, Katherin Gallego, Maguana Jean, Felipe Pinzón and Shani Wilson.

**Excused:** Ana Arguello, Chris Dongo, John Guerrero, Francisco Rivera and Lucia Rodriguez

#### **Action Items:**

1. Kathy will send out committee meetings for July and August.
2. Team needs to develop a Plan for the survey – Reformulate questions and delay distribution until November.
3. Lesli to follow up with team members on Transition Plan document and revisit schedule
4. Felipe to provide resume and headshot so Lesli can start working on the press release.
5. Lesli to provide Social Media Plan in July.
6. Lesli, Francisco, Ana and Kathy to develop document for Constant Contact clean up.
7. Shani will send development lists for cleanup review.

---

#### **1) Roll call**

#### **2) Approval of May 2021 minutes**

Motion to approve May 2021 minutes made by Lesli Cartaya-Franco. Second made by Maguana Jean. Motion passed.

#### **3) Transition Plan**

Lesli indicated she has been contacting team members to update the second tab of the plan. Felipe has provided updates and Lesli will follow up.

The Social Media subcommittee will develop a preliminary Social Media plan.

Lesli will focus on leading the press release and coverage to elevate the image/reputation of the new CEO. She will need Felipe's resume and headshot. The plan will start toward the end of the year (November) with additional push early next year in Q1 2022.

Josie agreed on a South Florida Journal “People on the Move” submission for \$150 in December for Felipe, and next year for Andres Connell. Josie suggested developing an annual plan to ensure continuation of CEO’s communications.

Felipe will join Social Media Committee in June. In July, Felipe is participating in media/public speaking training. The Social Media committee will be putting together messaging and mockup of what the content is going to look like for Felipe’s communications, including frequency and content for the platforms. Lesli shared high level social media plan and expects to share details in July. Lesli mentioned that Social Media goals and guidelines will be developed for Felipe’s “official pages” next month. They will contain rules, approval process. Messaging for LinkedIn will focus on updates and announcements for business and community partners, while Facebook content will be geared to HUF clients and the community, programmatic content. Josie mentioned the committee should take into consideration the capacity issues in terms of the execution of the plans. Lesli mentioned there was a conversation with Kathy Gallego to gauge her bandwidth.

Felipe inquired about ‘transferring’ contacts. Lesli indicated that by October/ November work would be done on LinkedIn to invite new followers. Some of the advantages of having Felipe’s official accounts (vs. communicating from personal accounts) would be to: 1- Have a platform to express the CEO’s identity and personality, 2-to provide buffer to address certain things in the HUF space, 3- To build Felipe’s reputation, 4- Platform’s algorithms rewards and impressions (eyeballs) benefits.

Lesli mentioned Social Media is a long-term strategy. It takes consistency and time for people to recognize a page.

#### **4) Survey Questions**

Josie shared reservations about the survey timing and questions to the staff.

New strategic, open-ended questions were discussed: “Do you feel positive about the transition?” Also, adding 2-3 questions that have not been addressed, such as “What are some things you would like to see the CEO – or the agency - to focus in the next 2-3 years?”

Josie indicated end of November would be a better time to launch the survey. This would allow time to complete the organizational chart.



## **5) Survey Questions**

Kathy mentioned that Gabriela Cardoza, Carolina's daughter, will be assisting in the Constant Contact clean up. The next step is to put together a procedures document. Francisco, Lesli, and Ana will be part of this project starting June.

Shani will send development lists for review.

Josie mentioned other future projects to consider include 40<sup>th</sup> Anniversary. This conversation can start toward September and will include creating plans and focusing on iconography. Shani will work on plan based on a mission capital campaign. The new Research project will be taking place in the summer.

**Next Meeting**  
**Wednesday, June 9, 2021**  
**9:00am**

**Public Policy & Advocacy Committee Meeting Minutes  
May 14, 2021—Zoom Meeting**

**Present:**

**Carolina Cardozo, Alejandro Gonzalez, Dick Blattner, Megan Turetsky, John Guerrero, Christina Paradowski, Josie Bacallao, Felipe Pinzon, Otto Valenzuela and Felina Rosales-Furer**

**Excused:**

**Julie Fishman, Dr. Maria Bernal, Robby Holroyd and Dan Schevis**

**Next Steps/Action Items:**

- 1) Otto Valenzuela will share handbook with committee for a final review via email.

**Discussions**

**1) Approve March 2021 Meeting Minutes**

Alejandro Gonzalez motioned to approve minutes. Megan Turetsky provided the second. Motion passed. Megan has a few corrections to the minutes she will share these with Otto Valenzuela to correct.

**2) Legislative Session Wrap Up—Otto Valenzuela**

Support of extension of Medicaid coverage of pregnant women from 60 days postpartum to 12 months was a win in this past session (pending Governor's signature). Hoping for the future of removal of barriers to KidCare, Megan Turetsky is working with representatives to file again next year and have a better chance at moving forward. Sadowski Trust fund has been split 3 ways for sea level rising and flooding, adverse to affordable housing. Signed by Governor last week. The Native Language Assessment bill was heard in committee but a strike all amendment changed the impact of the bill. Passed early education committee but died in another committee, however Rep. LaMarca has promised to support next year to move forward. SB50 is an online sales tax revenue to replenish unemployment trust fund which would buy down commercial rentals tax rate.

Megan spoke about a bill that would allow juveniles to have their record expunged with their diversion program completion. She also talked about a 2Gen bill that would bring in more money for that type of work. Alejandro Gonzalez said United Way wants to be more involved in that specific bill next year. Committee week will begin this October and session will begin in January 2022.

**3) Proposed Public Policy & Advocacy Handbook--- Carolina Cardozo**

HUF used United Way's handbook as the framework to create and draft HUF's Advocacy handbook. Carolina believes the committee would lead and drive this document with CEO and in turn update the board. HUF advocacy policies, mission and duties in future need to be discussed regularly with board. Important for us to advocate for system change to help our community. Alejandro suggested adding a section on communication to public, board, staff, etc. Josie Bacallao shared we usually share more on a high level and that HUF needs to secure more funds in the future to sustain work.

Otto shared the United Way, HUF and CSC work together at ground level and share mirrored priorities to have the most momentum in legislative session. HUF will add support to the areas of Healthcare, Education, Immigration and Economic Development. Outside of this group, Children of Immigrant Families are also a dedicated group of experts who also work the issues. Alejandro shared mobilizing people in community in mass numbers to help at grassroots is difficult. HUF will take lead on specific items that align with our client's success, especially if no one else is pushing it forward. When HUF has a database system in the future, HUF can directly communicate with clients via text and emails. HUF's grassroots advocacy will be able to increase substantially as well as its influence among elected officials.

**Next Meeting: Friday, June 11, 2021 @ 9am**

**Governance Committee Meeting Minutes  
May 6, 2021**

**Present on Zoom:**

Christina Paradowski, Angie Stone, John Guerrero, Tony Abbate, Josie Bacallao, Felipe Pinzon and Felina Rosales-Furer

**Excused:**

Maria Elena Ferrer, Jorge DeApodaca, Barbara Grevior, Steve Sampier, Maritza Alvarez and Melida Akiti

**Next Steps/Action Items:**

1. John Guerrero will reach out to Dr. Jeffrey Nasse with Christina Paradowski to schedule an interview for potential future board member. Josie Bacallao and Felipe Pinzon will schedule a virtual tour of HUF with him.
2. Angie Stone will reach out to Shani Wilson to have update at next meeting of 2020 Results Recap.
3. Angie Stone will send out Google link at beginning of every month to board members.
4. John Guerrero would like Governance committee to have a road map for board list and committee chairs. Tony Abbate would like the “term out” board document shared with the board.
5. John Guerrero will have a discussion with Deborah Pena about her Co-Chair and Chair elects for the future. He will work on having discussions with each Chair regarding officers for the future.
6. Christina Paradowski will have a review ready by end of next week of by-laws and make the document gender inclusive.  
**Immediate Bylaw Change Proposal:** Change Article IV/Section D 3 – election & tenure to add Chair-Elect to the exceptions.
7. In Q3, John Guerrero will revisit having an in-person board retreat. (Identify potential dates.)
8. John Guerrero will reach out to Lucia Rodriguez to take on roll of immediate past chair in 2022.

**Discussions:**

1. Approval of April 2021 Minutes.  
Motion to approve April minutes by Christina Paradowski. Seconded by Angie Stone. Motion passed.
2. Recruitment
3. Dr. Jeffrey Nasse, Broward College and Felipe Pinzon discussion with BC Chief of Staff. Tony Abbate spoke with Jeffrey and he is excited, shared with him the website for him to review. Tony expressed he would like the Governance committee to pursue him.

Tony Abbate would like to have Jeffrey interviewed and have a virtual tour of HUF prior to nominating him to the board. John Guerrero will reach out to Dr. Nasse with Christina to schedule an interview. Josie Bacallao and Felipe Pinzon will schedule a virtual tour of HUF with him. Between June and September, he would be voted in and then have the virtual board onboarding.

4. Dean Beto  
Tony shared that he has not heard back from him, we will let Beto pursue HUF.
5. Board Member Engagement Self-Reporting Form by Angie Stone  
2020 Results Recap. Angie Stone will reach out to Shani Wilson to have update at next meeting.  
2021 Template Implementation. Angie Stone will send out Google link at beginning of every month.

6. May Board Meeting Report Out of 1<sup>st</sup> Quarter Results. Angie will be asking board members to update the google document monthly and send out reminder emails to update. John Guerrero mentioned Q1 was about reminders regarding board annual gift. Josie reminded the committee at the Board May meeting their will be reminder of all the HUF fundraising opportunities and commitments made.

Christina brought up that June is immigrant heritage month. Tony would like an update of what to be done with “piggy banks”.

7. Update Bylaws & Board Structure Sub-Committee Update by Christina Paradowski
8. Board succession planning status of board commitment to a succession plan. It would be a good idea to begin this plan for 2022 and 2023. John said Governance committee needs to have a road map for board list and committee chairs. Tony would like to bring the “term out” board document to the board.

John expressed that the Finance committee is in good shape and perhaps having Lissette Rodriguez as Chair of committee in 2022/23. John will have a discussion with Deborah about her co-chair and Chair elects for the future. John said he will work on having discussions with each Chair regarding officers for the future. Mention at May board meeting but having “red blinking lights” at June meeting of where gaps are in succession plan.

Christina will have a review ready by end of next week of by-laws and will be making the document gender inclusive.

In Q3, John will revisit having a board retreat and if possible, to have in person.

9. Review of board structure and roles/responsibilities of each officer. NOT DISCUSSED.
10. Update: Advisory Committee Concept: Felipe Pinzon research of other nonprofits.  
Felipe reached out to several (4) CEO’s to gather their perspectives regarding an advisory committee. The feedback given was that they do not work. Board focus should be on fundraising verse have another committee. It is ok for board members to reach out to stakeholders and to connect to the other donors. All CEO’s have been eliminating advisory board due to staffs limited time and committee not yielding results. Tony Abbate wonders if we can be more flexible to have some board members just write checks verse being such active members. Josie believes there are those that just want to write checks and those donors we do have, are very few and do not want a role on the board. Josie is also concerned about the capacity of a new CEO to even court VIP’s etc.  
  
Josie shared for 40<sup>th</sup> anniversary have past board members and Chairs have a special committee for fundraising. Tony believes entire board should be this new committee verse having a select few as all board needs to be working on fundraising.
11. Other Business/Updates. John Guerrero will be retiring from JM at the end of the year and will be unable to be immediate past chair. John will reach out to Lucia Rodriguez (she terms out in 2022 and by-laws would allow for extension) or possibly Willy Gomez for example. Lucia would hypothetically take John’s position in 2022 board slate

**Next Meeting:**  
**Friday, June 4, 2021 @9am**

**Governance Committee Meeting Minutes  
May 6, 2021**

**Present on Zoom:**

Christina Paradowski, Angie Stone, John Guerrero, Tony Abbate, Josie Bacallao, Felipe Pinzon and Felina Rosales-Furer

**Excused:**

Maria Elena Ferrer, Jorge DeApodaca, Barbara Grevior, Steve Sampier, Maritza Alvarez and Melida Akiti

**Next Steps/Action Items:**

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**Next Meeting:**  
**Friday, June 4, 2021 @9am**

# Hispanic Unity of Florida

## Board of Director Vote, May 2021

### Health Insurance Renewal for 2021 1. BCBS; 2. Increase in HUF contribution

	BOARD MEMBER	Nextiva / VOIP Vendor
1.	ABBATE, Anthony (Tony)	Y
2.	ALVAREZ, Maritza	
3.	ARGUELLO, Ana	
4.	BELLO, Eduardo	
5.	CARDOZO, Carolina	
6.	CUSHING, Giselle	
7.	DEPODACA, Jorge	Y
8.	FRANCO, Lesli C.	
9.	GUERRERO, John	Y
10.	HERZ, Daniel	Y
11.	KARLEN, Scott	
12.	PARADOWSKI, Christina	Y
13.	PENA, Deborah	
14.	PFISTER, Emma (Motion)	
15.	RIVERA, Francisco (2 <sup>ND</sup> )	
16.	RODRIGUEZ, Lucia	
17.	SAMPIER, Steve	Y
18.	SCHEVIS, Dan	Y
19.	STONE, Angie	Y
	<b>8 out of 18 Board Members Voted 8 Voted Yes</b>	<b>8</b>

**From:** John Guerrero <John.Guerrero@jmlexus.com>  
**Sent:** Friday, May 14, 2021 2:34 PM  
**To:** HUF Board of Directors <HUFBoardofDirectors@hispanicunity.org>  
**Cc:** Josie Bacallao <jbacallao@hispanicunity.org>  
**Subject:** Fw: ACTION - Need Electronic Board Vote -- Health Insurance Renewal 2021

Good afternoon HUF BOD, I hope you are all doing well.

I need your help – attached is a recap of the Finance Committee vote (approved) on the 2021 health renewals for HUF.  
On page two and three is the email Emma sent to the Finance Committee explaining the vote.

**We now need a vote from the board of directors to:**

1. Approve BCBS (Florida Blue) as our 2021-2022 health carrier
2. Approve increasing HUF's contribution to health coverage by 3.65% (increase is included in our 2021 budget).

So I am requesting a motion to approve the recommendation that HUF renew the health insurance with BCBS and I will need someone to second it.

Please make sure to COPY Josie. Thank you and have a great weekend. john

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# Hispanic Unity of Florida

## Finance Committee May 2021

### Health Insurance Renewal for 2021 1. BCBS; 2. Increase in HUF contribution

	Committee Member	
1.	BACHER	N/A
2.	TATELBAUM	Y
3.	KARLEN	Y
4.	NAZUR	Y
5.	PENA	Y
6.	PFISTER	Y
7.	RODRIGUEZ	Y
8.	MONSERRAT	Y
9.	LOSCHER	Y
	<b>Total</b>	<b>8</b>

## Email from Finance Committee Chair, Emma Pfister to Finance Committee

**From:** Emma Pfister <EPfister@templetonco.com>

**Sent:** Thursday, May 13, 2021 2:36 PM

**To:** aaloscher@gmail.com; Andres Connell <aconnell@hispanicunity.org>; anazur@nazurcpa.com; cmt@trippscott.com; cvp@trippscott.com; Chuck McGuire <cmcguire@hispanicunity.org>; deborah.pena@pwc.com; epfister@templetonco.com; Felina Furer <ffurer@hispanicunity.org>; Felipe Pinzon <fpinzon@hispanicunity.org>; Guerrero, John <john.guerrero@jmlexus.com>; Josie Bacallao <jbacallao@hispanicunity.org>; Juliana Esguerra <jesguerra@hispanicunity.org>; Leessa Derrick <lderrick@hispanicunity.org>; lisette.rodriguez@mbafcpa.com; myrna.monserrat@citrix.com; rbacher@wsvn.com; scott\_karlen@ml.com; Shani Wilson <swilson@hispanicunity.org>; Virginia Cielo <vcielo@hispanicunity.org>

**Cc:** Josie Bacallao <jbacallao@hispanicunity.org>; Virginia Cielo <vcielo@hispanicunity.org>; Guerrero, John <john.guerrero@jmlexus.com>

**Subject:** Health, Life/STD/LTD and Dental & Vision Renewals

Dear Finance Committee members:

HUF needs to renew the employee health insurance for this upcoming year as the current plan runs through the end of May of 2021 and the new plan year begins June 1<sup>st</sup>. As you will see below, they have done an extensive study of the cost and benefits and management is recommending that they continue with BCBS the current health provider.

Since time is of the essence based on the timeline that you see below, we need to ask for an electronic vote of the finance committee. Once we approve this in the finance committee, the vote will go to the board (also electronically) to approve.

So I am requesting a motion to approve the recommendation that HUF renew the health insurance with BCBS and I will need someone to second it.

Please copy Josie on your answer as she needs to keep a tally of the vote.

Thanks in advance for your attention to this and as always thanks for all you do.

Emma

RE: Health Insurance, Life/STD/LTD Insurance, Dental and Vision

Leessa Derrick, our Resiliency Director, has performed an entire analysis for: Health Insurance, Life/STD/LTD Insurance, Dental and Vision with David Schwab, our advisor with Equitable Advisors (formerly AXA). See below.

## **Recommendations/Health Coverage:**

- 1. We are recommending to continue with BCBS – our current health carrier. For the past two years, they have provided HUF with the best packages (2020 documents attached) – and we do NOT anticipate the other carriers will be different this year.**
- 2. We recommend increasing HUF’s contribution to our team member’s by 3.65%**

Analysis: # of employee = 39. \$301 per month HUF contribution x 39 employees = 140,673 annually **WITHIN BUDGET.**

### **Our timeline is as follows:**

- May 11<sup>th</sup> – Electronic vote for current carriers (will be further explained below)
- May 12<sup>th</sup> – 13<sup>th</sup> – Finance Committee - Vote returned
- May 14<sup>th</sup> -17<sup>th</sup> - Board of Director votes (proceed with scheduling employee meeting)
- May 19<sup>th</sup> – Employees Presentation by carriers
- May 21<sup>st</sup>, May 24<sup>th</sup> – May 27<sup>th</sup> – Colonial ensuring all employees were offered the plan and completing required paperwork.

### **Leessa’s Analysis:**

I have reviewed the renewal rates received from David Schwab (advisor with Equitable Advisors) and analyzed them against the current plans.

### **Health Analysis:**

Rate Increase to HUF on payment each month to Florida Blue for all employees prior to reimbursement from their payroll: \$255K annual x 6.28 % = \$16K  
increase in total premiums = \$255K + \$16K = \$271K.

**Currently** HUF is covering \$289.44 to \$300.00 per month per employee towards their premium.

**# of employees = 39. \$290 per month HUF contribution x 39 employees = \$135,720 annually**

**HUF has a 3% increase in the 2021 budget beginning June 1, 2021 for employee contribution for more employees (49) = Annual \$175,635**

Now the increase per employee (39) would range between \$298.12 - \$309.00.  
**# of employees = 39. \$300 per month HUF contribution x 39 employees = \$140,400 annually** **IN THE BUDGET**

**Additional Information which Summarizes the Recommendation to continue with Florida Blue.**

**Health Analysis**

- BCBS 2020-2021 Our premiums for this period were \$250K and they paid out in claims \$1.2M
- BCBS 2021-2022 Renewal Rates – 6.28% avg. increase

**Dental & Vision:**

- Solstice 2021-2022 Renewal Rates – Dental & Vision - **NO Change**

**Life/STD/LTD:**

- Mutual of Omaha 2021-2022 Renewal Rates – Life/STD/LTD – **NO Change**
- Mutual of Omaha 2020-2021 Loss Runs - \$0 claims

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