



## *CHDC Executive Board*

### *Chairperson*

Councilor Miguel Castro

### *Vice Chair*

Attorney David Feliu, Esq.

### *Past Chair*

Norma Rodríguez-Reyes

### *Treasurer*

Frank Alvarado

### *Secretary*

Alderwoman Brenda Liz Cotto

### *Parliamentarian*

Attorney Edwin Camacho, Esq.

## *CHDC Committees*

Program Committee

Membership Committee

Fundraising Committee

## **Program Committee's Scope:**

### **Purpose:**

The Program Committee is responsible for strategically leading the different training activities, presentations, and events sponsored by the Ct Hispanic Democratic Caucus. Therefore, ensuring that our programs have a viable and sustainable strategy and are achieving their intended educational impact and outcomes.

### **Qualifications:**

- Must be a member in good standing.
- Desire to advance the mission of the Caucus.
- Ability to make the necessary time commitment.
- A collaborative team player.

### **Time Commitment/Expectations:**

- Chair shall attend and report to the E-Board Monthly Meeting.
- Attend and contribute to full-membership annual and monthly meetings.
- Be an ambassador and support programming engagement and networking.
- Oversee new program development; monitor, and assess existing programs.
- Set the overall goals for the direction of events, reviewing session proposals, providing guidance to CHDC membership as needed, and mentoring and guiding session presenters.
- Ensure that the structure and content of CHDC presentations are closely aligned with strategic priorities and responsive to the diverse needs and capabilities of Caucus members.

### **Provides Input/Recommendations:**

- Reviewing proposals for future events sites and making recommendations to CHDC's Executive Board.
- Lead the presentation of program reports to the Executive Board at each board meeting
- Annually evaluate the programs' effectiveness and economics, and recommend enhancements.
- Monitor organizational process against in program operations: Membership and Fundraising strategic plans, candidates' endorsement procedures, Census 2020, Voters' registration, Leadership Academy, and make recommendations.