

North Los Angeles County Regional Center
Nominating Committee Meeting Minutes
January 3, 2013

Present: Yolanda Bosch (via tele-conference), Jenean Glover, Sharoll Jackson, Meredith Rimmer, and Jeremy Sunderland – Committee Members
Jennifer Kaiser and George Stevens – Staff Members

Absent: All present

I. Call to Order

The meeting was called to order by Meredith Rimmer, chairperson, at 5:51 p.m.

II. Consent Items

A. Approval of Agenda

Item III.F. was added to the agenda.

M/S/C (S. Jackson/J. Glover) To approve the agenda as modified.

B. Approval of Minutes of August 1, 2012 Meeting

M/S/C (J. Glover/S. Jackson) To approve the minutes as presented.

III. Committee Business

A. Interview Training (Michele Marra)

Michele provided the new committee members with tips on how to interview applicants.

B. Review Additional Term Request Forms; Determine Whether to Recommend Re-Election

All of the Board, VAC, and CAC members who have the option of serving an additional term would like to, except Pam Jordan, VAC member, who said if there were sufficient candidates for her position, she would end her term on June 30, 2013.

Action: The committee will interview the VAC applicants before making a recommendation regarding Pam Jordan's term.

C. Review Applications Received and Determine who and when to Interview

1. Board of Trustees: If the committee decides to stay at 16 members, then there will be 2 openings to fill. As the board's composition is under-represented in the categories of "Hispanic" and "primary consumer," the applicants who all into these categories will be interviewed first.

Action: Jennifer will schedule their interviews for the next meeting on February 7th.

2. Vendor Advisory Committee: There are 5 applicants to fill 2 open positions. If Pam Jordan leaves, that will make 3 openings. Interviews will be held in the spring.

Action: Jennifer will invite the VAC applicants to come to the next VAC meeting so they can see what the meetings are like.

3. Consumer Advisory Committee: There are 9 applicants to fill 2 open positions. Interviews will be held in the spring.

D. Review Action Log from Last Fiscal Year

Copies of the Nominating Committee's action log from last fiscal year were provided to the committee for their review and information.

E. Complete Meeting Evaluation Forms

Meredith asked the committee members to please complete evaluation forms after the meeting and submit them to her with any comments.

F. Resignation of Thomas Aguinaga

Thomas recently got a job and is going to resign his position on the board. He will be coming to the next board meeting to say good-bye to everyone.

IV. Board Meeting Agenda Items

- A. Minutes of January 3rd Meeting
- B. Recommendations/Interest re: Board Officers for FY 2013-14
- C. Status Report on Recruitment

D. Resignation of Thomas Aguinaga

George stated that he would like to see the board discussion regarding board officers made more official.

Action: Jennifer will draft forms for the board members to complete regarding their interest in serving as a board officer or their recommendations for board officers. There will also be space of the form for them to indicate which officer position they would like and why. Jennifer will present the draft form to the Nominating Committee for their review and input. The finalized forms will be distributed at next week's board meeting.

V. Announcements / Information

A. **Next Meeting:** Wednesday, February 6th, at 5:30 p.m.

Action: The committee will also be available on Thursday, February 7th if any of the applicants to be interviewed are unavailable on February 6th.

VI. Adjournment

Meredith adjourned the meeting at 6:50 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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