

North Los Angeles County Regional Center  
**Nominating Committee Meeting Minutes**  
March 6, 2013

**Present:** Yolanda Bosch, Jenean Glover, Sharoll Jackson, Meredith Rimmer, and Jeremy Sunderland – Committee Members  
Bob Erio – Vendor Advisory Committee Representative  
Jennifer Kaiser and George Stevens – Staff Members

**Absent:** Yolanda Bosch

---

**I. Call to Order**

Meredith Rimmer, chairperson, called the meeting to order at 6:45 p.m.

**II. Consent Items**

**A. Approval of Agenda**

Item III.A.3. was deleted and item III.D. was added. The agenda was approved as modified.

**B. Approval of Minutes of February 6<sup>th</sup> Meeting**

The minutes were approved as presented.

**III. Committee Business**

**A. Conduct Interviews with Board Applicants:**

1. 5:45 p.m. – Debra Newman
2. 6:15 p.m. – Tavia Wooley
3. 6:45 p.m. – Joleen Larsen
4. 7:15 p.m. – Marina Wallace

The committee interviewed Debra Newman and Tavia Wooley. Joleen e-mailed Jennifer earlier today withdrawing her application for board membership. Marina Wallace did not show up for her interview.

**M/S/C** (J. Sunderland/J. Glover) To recommend the nomination of Daniel Becerra, Debra Newman, and Tavia Wooley to the Board of Trustees.

**B. Identify VAC and CAC Applicants to be Interviewed in April**

1. Vendor Advisory Committee:

There are 3 positions on the VAC that will need to be filled. There are 5 applications on file; unfortunately 4 of them are from providers out of our catchment area (Glendale and Culver City), and the 5<sup>th</sup> applicant is a behavioral services provider (which is already adequately represented on the VAC).

**Action:** Jennifer will contact the 4 out-of-area VAC applicants to:

- Let them know their agency is out of the center's catchment area.
- Tell them that we appreciate their interest.
- Tell them we will need more information in order to evaluate their application (the number of NLACRC consumers they serve and more information about why our VAC rather than the one from the regional center in their area).

**Action:** Jennifer will sent out an e-mail to all of the providers on her mailing lists announcing the re-opening of our recruitment for VAC applicants, stating that we are looking for providers in leadership positions at an agency located in our catchment area. The deadline for application submissions will be Friday, March 22<sup>nd</sup>.

**Action:** Jennifer will e-mail any VAC applications she receives to the Nominating Committee for their review. Any applicants the committee would like to interview will be arranged for the evening of Wednesday, April 3<sup>rd</sup>, starting at 5:30 p.m.

2. Consumer Advisory Committee:

With the recent resignation of Cherie Roberson, there are 3 vacancies on the CAC that will need to be filled. There are currently 8 CAC applications on file.

**Action:** The Nominating Committee will hold a group orientation for the CAC applicants on Wednesday, April 3<sup>rd</sup>, from 4:00 to 5:00 p.m.

**C. 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.

**D. Resignation of Cherie Roberson (CAC Member)**

Cherie missed her 3<sup>rd</sup> CAC meetings in a row yesterday and, therefore, must resign from the committee.

**IV. Board Meeting Agenda Items**

The following items were identified for the March 13<sup>th</sup> board meeting:

- A. Minutes of March 6<sup>th</sup> Meeting
- B. Further Discussion re: Potential Board Officers
- C. Status Report on Recruitment

**Action:** Meredith will follow-up with all proposed officers to make sure they are willing to serve.

**V. Announcements / Information**

- A. **Next Meeting:** Wednesday, April 3<sup>rd</sup>
  - 1. 4:00 to 4:45 p.m. – CAC Group Orientation
  - 2. 5:30 p.m. – Interviews with VAC Applicants

**VI. Adjournment**

Meredith adjourned the meeting at 7:50 p.m.

Submitted by,

*Jennifer Kaiser*

Jennifer Kaiser  
Executive Assistant

[ncmin.mar6.2013]

