

North Los Angeles County Regional Center
Nominating Committee Meeting Minutes
January 7, 2014

Present: Yolanda Bosch (via teleconference), Jenean Glover, Dawn Hamilton, Sharoll Jackson, and Jeremy Sunderland – Committee Members
Bob Erio – Vendor Advisory Committee Representative
Jennifer Kaiser, Michele Marra, and George Stevens – Staff Members

Absent: Martha Lopez

I. Call to Order

Yolanda Bosch, chairperson, called the meeting to order at 5:37 p.m.

II. Consent Items

A. Approval of Agenda

A new item III.G. was added.

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

B. Approval of Minutes of August 7th Meeting

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

III. Committee Business

A. Interview Training

Michele Marra, human resources director, provided the committee with their annual interview training.

B. Review Committee Notebooks

1. Identify upcoming Board, VAC, and CAC Vacancies

There will be 8 open positions on the board, 5 open positions on the CAC, and 6 open positions on the VAC.

2. Review Board, VAC, and CAC Applications Received

We received 32 board applications, 11 CAC applications, and 11 VAC applications.

C. Review Forms Completed by Members Wishing to serve an Additional Term

There were 2 members on each of the 3 groups who are facing the end of a term in June 2014. All 6 members would like to continue serving.

Action: The committee will recommend the re-nomination of the 2 board members, 2 VAC members, and 2 CAC members.

D. Schedule Dates for Applicant Orientations/Interviews

1. Board of Trustees

- The board applicant orientation will be held Thursday, February 6th, at 6:00 p.m.
- Board applicant interviews will be scheduled for Monday, February 24th, and Tuesday, February 25th.

Action: Any applicants who do not attend the group orientation will not be considered. After the orientation, the committee will review the board's composition needs and identify applicants to be interviewed.

2. Vendor Advisory Committee

- A group orientation will not be held for the VAC applicants. The VAC interviews will be held Wednesday, March 5th, and Thursday, March 6th.

Action: George will speak with Kim Rolfes, who oversees the center's community services department, to identify composition needs for the VAC and will present that information at the next Nominating Committee meeting so the committee can identify which applicants should be interviewed.

3. Consumer Advisory Committee

- A group orientation will not be held for the CAC applicants. The CAC interviews will be held Tuesday, April 1st, and Wednesday, April 2nd.

E. Proposed ARCA CAC Alternate (Jessica Gould)

We currently do not have an alternate for William Rayber, ARCA CAC Delegate and Jessica Gould has expressed interest in serving as the alternate.

M/S/C (J. Sunderland/J. Glover) To recommend to the Board of Trustees to nominate Jessica Gould as ARCA CAC Alternate.

F. Slate of Officers for FY 2014-15 / Officer Preparation Activities

Board members have been asked to indicate their interest in serving as a board officer.

Action: Jennifer will ask board members who are interested in serving as a board officer to begin attending the monthly Executive Committee meetings.

G. DDS Letter re: Board Composition / NLACRC's Draft Response

Last month, the Department of Developmental Services (DDS) sent us a letter letting us know that after reviewing our board's composition summary, they believe that the Hispanic community is under-represented. A copy of this letter and NLACRC's draft response were provided to the committee for their information. The draft response will be presented at the January 29th Executive Committee for approval.

H. Complete Meeting Evaluation Forms

Yolanda asked the committee members to please complete evaluations after the meeting and give them to Jennifer who will forward them to her.

IV. Board Meeting Agenda Items

The following items were identified for the January 8th board meeting agenda:

- A. Minutes of January 7th Meeting
- B. Nomination of Jessica Gould to ARCA CAC Alternate Position

- C. Status of Recruitment
- D. Officer Preparation Activities
- * E. Approval of Change February Meeting Date

V. Announcements / Information

- A. Next Meeting: Thursday, February 6th, at 5:30 p.m. (Board Applicant Orientation)

VI. Adjournment

Yolanda adjourned the meeting at 6:37 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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