

North Los Angeles County Regional Center
Government & Community Relations Committee
Meeting Minutes
July 20, 2016

Present: Shant Kotchounian, Oscar Mejia, Caroline Mitchell, Debra Newman, Curtis Wang, and Tamar Witmer – Committee Members

Sara Iwahashi, Jennifer Kaiser, Michele Marra, and George Stevens – Staff Members

Absent: Adelina Castellanos, Jessica Gould, Michelle Heid, Erika Hernandez, and Meagan Miller

I. Call to Order & Introductions

Michele called the meeting to order at 7:32 p.m. Introductions were made.

II. Public Input - There was no public input.

III. Consent Items

A. Approval of Agenda

Two items were added to the agenda.

M/S/C (D. Newman/C. Mitchell) To approve the agenda as modified.

B. Approval of Minutes of May 18th Meeting

M/S/C (C. Wang/C. Mitchell) To approve the minutes as presented.

IV. Committee Business

A. Annual Committee Orientation

The following documents were provided to the committee and Michele reviewed them with those present. Committee members should become familiar with these documents as they outline the purpose of the committee, committee activities, and the responsibilities of committee members.

1. Policies and Procedures

2. Board Audit Section
3. Legislative Platform Guiding Principles
4. Board Recognition Policy
5. Service Provider and Elected Representative Visits & Framework for Strategy Implementation

B. Election of Committee Chair

M/S/C (D. Newman/C. Mitchell) To elect Tamar Witmer to serve as the committee's chair this fiscal year.

C. Committee's Critical Calendar for FY 2016-17

Copies of the committee's critical calendar were provided. The calendar lists actions that will be taken each month by the committee. Jennifer uses the calendar to put together the monthly committee meeting agendas to help keep the committee on track with their activities.

D. Legislative Priorities for FY 2016-17

The Board of Trustees approved the following legislative priorities for this fiscal year:

1. Hold 2 candidates' forums.
2. Support viable service provider rates.

E. Priority Activities for FY 2016-17

The committee reviewed the list of the committee's 4 priorities for last fiscal year. Two modifications were made to the existing priorities and a 5th priority was added.

M/S/C (D. Newman/O. Mejia) To recommend to the Board of Trustees to approve the committee's priority activities for this fiscal year.

F. Legislative Update

Sara provided the committee with the following information and reviewed it with them.

1. Information about the general election that will be held November 8, 2016.

2. The California legislative process.
3. California's budget process.
4. The committee's updated bill file.

G. Committee begins planning for Candidates Forum in the Fall

The committee will discuss the candidates' forum further at next month's committee meeting.

H. Community and Legislative Educational Consultant

Michele explained that some time ago, the committee recommended to the board that the center hire someone with legislative advocacy experience who could help educate the community on the legislative process and show them how they could advocate for our system. The board agreed and a request for proposals was issued. The center received a proposal from 2 well known advocates in the developmental disabilities field and would like to recommend to the Board of Trustees that they accept their proposal.

M/S/C (O. Mejia/S. Kotchounian) To recommend to the Board of Trustees to accept the proposal that was submitted for the community and legislative educational consultant position.

Action: Sara will e-mail the proposal to the committee for their review.

I. Social Media Update

Sara reported that the center hired a company called Argent-Pacific to develop a Facebook page for the center. They have a lot of experience with nonprofit agencies and with social media. They are based in Los Angeles and are bilingual. Sara showed a draft of the center's new Facebook page with the committee. This Facebook page will be for posting information only. They are also going to work on adding a Twitter account for the center.

Action: Sara will e-mail the draft Facebook page to the committee, along with the board's social media policy, for their review.

Debra Newman suggested that the company also look into getting Instagram for the center.

V. **Board Meeting Agenda Items**

The following items were identified for the committee's section of the August 10th board meeting agenda:

- A. Minutes of the July 20th Meeting
- B. Legislative Update
- C. Legislative Priorities for FY 2016-17
- D. Approval of Priority Activities for FY 2016-17
- E. Approval of Community and Legislative Educational Consultant Proposal

VI. Announcements / Information / Public Input

- A. Complete Meeting Evaluations

Committee members were asked to please complete your meeting evaluations and submit them to Tamar with any comments.

- B. Next Meeting: Wednesday, August 17th

VII. Adjournment

Tamar adjourned the meeting at 9:02 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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