

North Los Angeles County Regional Center
Nominating Committee Meeting Minutes

April 30, 2024

Present: Ana Quiles, Lillian Martinez, Sharmila Brunjes, Suad Bisogno
– **Committee Members**

Kimberly Visokey, Evelyn McOmie – **Staff Members**

David Lester – NLA Counsel, Uvence Martinez – DDS, Jasmine Barrios - Minutes Services-
Guests

Absent:

I. Call to Order

Lillian Martinez called the meeting to order at 5:31 pm

Lillian read the Code of Civility to all meeting attendees.

II. Public Input

Ana Quiles shared a message that she received a message from grandparents of a child with a disability, who had never heard of the regional center system. This experience made her more aware of the important issues that the Committee and Board work to resolve to ultimately serve the community.

III. Consent Items

A. Approval of Agenda

M/S/C (S. Brunjes/A. Quiles) To approve the agenda as presented.

B. Approval of Minutes of the March 6th Meeting

M/S/C (A. Quiles/S. Brunjes) To approve the minutes as presented.

IV. Closed Session

M/S/C (A. Quiles/S. Brunjes) To enter the Closed Session at 5:36 pm.

M/S/C (A. Quiles/S. Bisogno) To exit the Closed Session at 7:10 pm.

During the Closed Session, an action item was noted for Board Support to schedule meetings with the candidates before June 30.

V. Committee Business

A. Slate of Officers for FY 24-25 – Lillian Martinez

Lillian reviewed the slate of officer candidates as:

- President – Ana Quiles
- 1st Vice President – Brian Gatus/Juan Hernandez
- 2nd Vice President- Rocio Sigala
- Secretary – Alma Rodriguez
- Treasurer- Andrew Ramirez
- ARCA Delegate – Leticia Garcia
- ARCA Alternate – James Henry
- CAC ARCA Delegate – George Alvarado

Board Members for reappointment:

- Nicholas Abrahms
- George Alvarado
- Michael Costa
- Juan Hernandez
- Anna Hurst
- Jennifer Koster
- Alma Rodriguez
- Vivian Seda
- Rocio Sigala
- Sharmila Brunjes
- Laura Monge

Incoming VAC Members:

- Jen Pepar
- Paul Borda
- Ricky Macken Chivers
- Ute Escorsia

Board Support will email the new Board and VAC members a Welcome Email with introductory information.

B. Review and approve draft critical calendar for 2024-25

The Committee reviewed the calendar as presented in the packet. The following revisions will be made by Board Support and will be highlighted:

- Add a meeting in August as the first meeting of the FY for the Committee. Agenda items to include:
 - Orientation for new Committee
 - Review Policies and Procedures,
 - Review Bylaws Statement
 - Board Audit Section

- Action log of previous FY
 - Officers Policy
 - Elect Committee Chair
 - Committee is provided with copies of the approved Critical Calendar for the new FY
 - Review September Activities
 - Review Committee's draft Critical Calendar for new FY
 - Review Committee action items that were taken during previous FY.
 - Review any recommendations made by the previous Nominating Committee
 - Sign confidentiality statements
- To add to the January Meeting
 - Announce at the January Board meeting, the Board Self Evaluation to be sent out later in January.
 - Executive Committee Information Session will be scheduled in January (with Nominating Committee and Executive Committee Officers)
 - To add to the February Meeting
 - Conduct interviews with new Board Applicants and returning Board Applicants
 - Deadline for Candidate Statements

M/S/C (A. Quiles/S. Brunjes) To approve the draft Critical Calendar as revised.

C. Review of the Board of Trustees Application

Kimberly Visokey reviewed the application as presented in the packet. The application was revised and the Committee is being tasked to revise the 2 questions regarding race/ethnicity to match DDS requirements.

M/S/C (A. Quiles/S. Brunjes) To approve the draft Board Application as discussed.

After the vote, it was determined that an asterisk will be added to note that the questions related to race/ethnicity are required for submission to DDS.

M/S/C (A. Quiles/S. Brunjes) To approve the draft Board Application as revised

D. Review of Robert's Rules of Order

This item was reviewed as presented in the packet. The Committee was tasked to review the information.

E. Board Self Evaluation Status Update

Kimberly shared that the evaluation was sent out and to date, there have been 7 responses as of April 29th. Ana requested that Kimberly reach out to Board Members who are also

consumers who may need assistance in completing the evaluation. It was noted that both Board Members referenced have already completed the Evaluation.

- F. Letter to VAC Applicants regarding the deferment of applications
Evelyn McOmie reviewed the letter as presented in the packet. The letter is intended for VAC applicants that have pending responses from their submission from March. Revisions were made to clarify grammar and verbiage. Board Support will make the noted revisions and send to the Committee for final review and signature from Committee chair.

M/S/C (A. Quiles/S. Brunjes) To approve the VAC letter as revised

VI. Review of Committee Action Log Items

- A. Send welcome email to new Board Members (Board Support)
- B. Revise Critical Calendar as discussed and add to next Board Meeting agenda with revisions highlighted. (Board Support)
- C. Update the Board Application with revisions related to DDS composition survey (Board Support).
- D. Revise VAC letter as discussed and send to Committee for final review and signature from Committee Chair (Board Support)
- E. Schedule a meeting with candidates before June 30 (Board Support)

VII. Board Meeting Agenda Items

- A. Minutes of March 6th Meeting

VIII. Announcements / Information

- A. Next Meeting: Wednesday, April 3, 2024 at 5:30 pm.
- B. Committee Attendance

IX. Adjournment

Lillian Martinez adjourned the meeting at 8:22 pm.

Submitted by:

Kimberly Visokey

Executive Administrative Assistant

() The majority of these minutes are taken from the Minutes Service submission and reviewed/edited as presented herein by NLACRC staff.*

