North Los Angeles County Regional Center
Nominating Committee Conference Call Notes
April 4, 2018

Present: Adelina Castellanos, Bridget Moss, Jeremy Sunderland, and Curtis Wang – Committee Members
Jennifer Kaiser and George Stevens – Staff Members

Absent: Caroline Mitchell and Deborah Cutter

I. Call to Order
Jeremy Sunderland, chair, began the conference call at 6:36 p.m.

II. Consent Items
A. Approval of Agenda
Item III.E. was added to the agenda.

M/S/C (B. Moss/C. Wang) To approve the agenda as modified.

B. Approval of Minutes of March 7th Meeting

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

III. Committee Business
A. Resignation of Reinwick Pole, Board Intern
Reinwick Pole missed 5 of the last 7 Government & Community Relations Committee meetings so he had to resign from his position as board intern.

B. Finalize Proposed Slate of Officers for FY 2018-19
The positions of secretary and ARCA alternate are still unfilled for next fiscal year.

Action: Jeremy will ask for volunteers to fill secretary and ARCA alternate positions at next week’s board meeting.

Action: Jeremy will contact Elizabeth Badger to see if she would be willing to take a leadership position on the board.
C. Review and Approve Critical Calendar for FY 2018-19

**M/S/C**  (J. Sunderland/B. Moss)  To approve the committee’s critical calendar for next fiscal year as presented.

D. Make any Recommendations to Next Year’s Committee

Board recruitment activity should be consistent with the number of open positions to fill.

E. Changes to Consumer Advisory Committee (CAC) Policies and Bylaws

The current format of the CAC meetings is not working. The time of day does not seem to work for most of our adult consumers. In addition, the strict attendance requirements are difficult for our consumers to follow. As such, only 4 of the current 9 positions are filled. George met with the CAC, the self-advocacy group, and Jose Rodriguez (the center’s consumer advocate) to get their feedback on what type of format would work better and foster more consumer participation. Here is what he learned:

1. The meeting should be held earlier in the day (11:00 a.m. to 1:00 p.m.) vs. the current schedule (2:00 to 3:30 p.m.).
2. As the meeting room is not available earlier in the day on a Tuesday, the meetings would be moved to the first Wednesday of the month.
3. CAC members should no longer be elected; all adult consumers should be welcome to participate in the meeting discussions.
4. Lunch should be provided.
5. A discussion topic should be identified ahead of time so consumers can come to the meetings prepared to talk about a specific subject.

The Nominating Committee was provided with a draft meeting flier, announcing these changes, and proposed changes to the CAC’s bylaws, and policies & procedures; they recommended no changes to the draft documents.

**M/S/C**  (J. Sunderland/B. Moss)  To activate the Ad Hoc Bylaws Committee to review the proposed changes and present them to the Board of Trustees for approval.

**Action:**  Jeremy and Bridget both volunteered to serve on the Ad Hoc Bylaws Committee, but they will 2 more members; they will solicit more members at next week’s board meeting.
IV. Board Meeting Agenda Items (for April 11th board meeting)

The following items were identified for the committee’s section of the April 11th board meeting:

A. Minutes of April 4th Meeting
B. Resignation of Reinwick Pole, Board Intern
C. Volunteers Needed to Serve as Board Secretary and ARCA Alternate
D. Activation of Ad Hoc Bylaws Committee – Seeking a 3rd Member

V. Announcements / Information – No further announcements were made.

VI. Adjournment

Jeremy ended the conference call at 6:53 p.m.

Submitted by,

Jennifer Kaiser
Jennifer Kaiser
Executive Assistant

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