

North Los Angeles County Regional Center  
**Executive Finance Committee Special Meeting Minutes**  
July 31, 2025

**Present:** Board of Trustees President Sharmila Brunjes, First Vice President Juan Hernandez, Board Treasurer Anna Hurst, ARCA Representative Leticia Garcia – Committee Members

Executive Director Angela Pao-Johnson, Deputy Director Evelyn McOmie, Chief Financial Officer Vini Montague, Human Resources Director Betsy Monahan, Contract Administration & Privacy Manager Megan Mitchell, and Executive Administrative Assistant Lindsay Granger – Staff Members

Mark Wolfe – DDS Tech Advisor, Tresa Oliveri – DDS Tech Advisor, Name, Aaron Abramowitz - Legal Counsel, Jacqueline Gaytan – DDS, Xochitl Gonzalez – Guests

**Absent:** Curtis Wang

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**1. CALL TO ORDER**

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 5:05 p.m.

**2. COMMITTEE MEMBER ATTENDANCE**

Sharmila Brunjes reminded members to identify themselves prior to making a motion and reviewed the NLACRC Board of Trustees Civility Code.

**3. AGENDA**

**On a motion made by Juan Hernandez, seconded by Lety Garcia, it was resolved to approve the agenda, with the amendment. Motion carried.**

**4. PUBLIC INPUT – AGENDA ITEMS**

There was no public input regarding the agenda.

**5. CONSENT ITEMS**

There were no consent items.

**6. ACTION ITEMS**

**6.1 Approval of Proposed Budget for Fiscal Year 2025-26**

Vini Montague reviewed the board budget, highlighting new items for the year, including software trainings requested by the board such as Robert's Rules Made Simple, board support software, Parliamentary training, and Leadership Board Advocacy training. He also noted legal support and a Parliamentary coach required under DDS contract language. To offset some cost increases, the sponsorship line item

was reduced. Additionally, a voluntary \$5,000 Arca Academy sponsorship was included, which is separate from the annual ARCA dues.

Lety Garcia raised a question regarding the board recruitment campaign, noting that a \$13,000 marketing plan approved in May was not reflected in the budget. It was clarified that only \$5,845 had been formally approved for a six-month trial, and the additional marketing costs were not yet approved. Anna Hurst asked about the Kinetic Flow contract and legal fees. Angela Pao-Johnson confirmed that revisions to the DDS contract are pending and discussed potential cost-saving measures. Vini Montague explained that the budget will be monitored monthly by the Executive Finance Committee, with adjustments or reallocations made as needed throughout the year.

**On a motion made by Anna Hurst, seconded by Lety Garcia, it was resolved to approve the board budget for FY2025-2026. Motion carried.**

**6.2 Approval of Enright & Ocheltree, LLP to Conduct the ED Evaluation for Year 1**

Anna Hurst explained that the proposed engagement with Enright Ogletree, LLP is intended to streamline and improve the Executive Director evaluation process while maintaining consistency with the prior year. The firm was selected for its familiarity with the board and willingness to use digital methods, reducing the time and legal costs associated with paper-based evaluations. The scope of work includes managing the distribution of surveys, compiling results, and preparing the outcomes report.

**On a motion made by Juan Hernandez, seconded by Sharmila Brunjes, it was resolved to approve using Enright & Ocheltree, LLP to conduct the ED Evaluation for year 1. Motion carried.**

**6.3 Approval of the Conflict Resolution Plan for Jacquie Colton**

Betsy Monahan reviewed the Conflict Resolution Plan for Jacquie Colton.

**On a motion made by Juan Hernandez, seconded by Anna Hurst, it was resolved to approve the Conflict Resolution Plan for Jacquie Colton and bring it before the full board. Motion carried.**

**6.4 Approval of Conflict Resolution Plan for Anna Hurst**

Betsy Monahan reviewed the Conflict Resolution Plan for Anna Hurst.

**On a motion made by Juan Hernandez, seconded by Sharmila Brunjes, it was resolved to approve the Conflict Resolution Plan for Anna Hurst and bring it before the full board. Motion carried.**

Anna Hurst recused herself from voting.

**7. COMMITTEE BUSINESS**

**8. ANNOUNCEMENTS / PUBLIC INPUT / INFORMATION ITEMS**

Anna Hurst announced that the work on the scope and project related to what additional support the board may need is underway. Once a scope and sequence are put together, Anna Hurst will reach out to potential coaches.

Anna Hurst shared that she appreciated the feedback on the draft informal RFP for the board coach. She completed a cost evaluation based on consultant hours and confirmed that the process could be completed within the approved budget. A final draft incorporating all feedback will be distributed to the board for review before the next steps are determined.

Sharmila Brunjes and Juan Hernandez acknowledged and thanked Anna and staff for their efforts. Sharmila also expressed appreciation to Vini Montague for preparing the board budget quickly and comprehensively, noting the board's regained control over its budget. The board recognized staff contributions to the special contract and their work in maintaining a strong relationship with DDS. Sharmila reminded the board of the upcoming first board orientation training scheduled for August 5. The meeting concluded promptly, lasting approximately 25 minutes.

**9. NEXT MEETING**

The next meeting of the Executive Finance Committee will be August 28, 2025 at 5:00 p.m.

**10. ADJOURNMENT**

**On a motion duly made and carried, it was agreed that there was no further business to transact; the meeting closed at 5:29 p.m.**

**DISCLAIMER**

The above minutes should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.



Submitted by:  
Lindsay Granger  
Executive Administrative Assistant