

North Los Angeles County Regional Center
Nominating Committee Meeting Minutes

August 6, 2025

Present: Curtis Wang, Sharmila Brunjes, Lety Garcia, Juan Hernandez, Alex Kopilevich – **Committee Members**

Evelyn McOmie, Chris Whitlock, Lindsay Granger – **Staff Members**

Absent:

I. Call to Order

Curtis Wang called the meeting to order at 5:51 pm

II. Review of the Agenda and Approval of Agenda

M/S/C (Alex Kopilevich/Juan Hernandez) To approve the agenda as presented. Motion carried.

III. Public Input

There was no public input.

IV. Consent Items

A. Approval of Minutes from the May 7, 2025 Meeting

M/S/C (Alex Kopilevich/Juan Hernandez) to approve the minutes of the May 7, 2025 meeting with the correction to the date in the corner of the page to reflect May 7, 2025. Motion carried.

V. Action Items

A. Review and Approve Proposed Changes to Critical Calendar

The committee reviewed and discussed proposed changes to the critical calendar. Since October is a dark month, all October items will be moved to November. During the discussion, questions arose about the timing of recruitment notices, which had previously been listed as going out in October. It was clarified that the notices will be mailed in November, and that they consist of two parts: letters to members whose terms are ending with instructions on how to request renewal, and a general public recruitment notice distributed through established forums and marketing channels.

Several members expressed concern that sending the notices in November with a December 15 deadline created too short a turnaround. It was agreed that reminders should begin earlier, starting in September or October, to give members and potential applicants more time.

To address ongoing recruitment needs and to allow time to review applications already received, the committee decided to add a September meeting. After discussion about scheduling conflicts, the committee agreed to meet on Wednesday, September 17, 2025, at 5:30 p.m. This addition eliminates the need for a November meeting.

M/S/C (Lety Garcia/Juan Hernandez) motion that the committee meets in September.

M/S/C (Sharmila Brunjes/Alex Kopilevich) made a friendly amendment to set the September meeting date to Wednesday, September 17, 2025 at 5:30 p.m. Motion carried.

M/S/C (Alex Kopilevich/ Lety Garcia) motion to approve the critical calendar with the change to add a September meeting on September 17th at 5:30 p.m. Motion carried.

B. Review and Approve Meeting Schedule for FY 2025-26

M/S/C (Lety Garcia/Sharmila Brunjes) to approve the meeting schedule with the change discussed earlier with a meeting on September 17th at 5:30pm. Motion carried.

ACTION: Board Support will make the updates to the meeting schedule.

ACTION: Board Support will make changes to the online links to turn the committee meetings into webinars.

V. **Committee Business**

A. Orientation

The committee moved on to Orientation, beginning with a review of the bylaws adopted on June 11, 2025. Evelyn McOmie, Deputy Director, presented Article 7, Section 5 of the bylaws pertaining to the Nominating Committee. Evelyn McOmie outlined the committee's composition, quorum requirements, member terms, and the limitation that a chairperson may only serve as chair for one committee at a time. Evelyn McOmie also reviewed the duties of the committee, including managing trustee applications, seeking and recommending candidates, and presenting officer slates.

Evelyn McOmie noted that while the bylaws have been updated, the related policies are still pending Department approval. These will be tabled until approved and then brought back to the committee for review. Lety Garcia raised concerns that until new policies are adopted, the committee should continue to operate under existing policies. After discussion, Evelyn McOmie agreed to bring current policies to the next meeting and to consult with legal counsel Erin for clarification.

Additional discussion focused on the new process for electing three Board members to the Executive Finance Committee. Sharmila Brunjes and Lety Garcia asked how these members would be selected and emphasized the need for a formal policy. It was noted that this policy should be developed and reviewed as soon as possible.

Sharmila Brunjes noted that the election of a new chair was not on the current agenda. Sharmila Brunjes explained that, at the beginning of each year, committees typically select a chair to provide leadership opportunities. Curtis Wang, the current chair, agreed that the election could be deferred to the next meeting in November.

Board Support clarified that, per the bylaws, Curtis Wang may continue serving as chair for another year. Lety Garcia emphasized that the committee's practice requires the chair to be

selected annually, ensuring all members have the chance to participate in leadership.

The committee agreed that the chair election will be added as an action item on the November agenda. Until then, Curtis Wang will continue serving as chair.

B. Confidentiality Statements

All committee members had submitted their completed confidentiality statements prior to this meeting.

C. Review Members Terms

The committee reviewed the member terms list. Lindsay Granger reported no members terming out at the end of the fiscal year. Sharmila Brunjes raised a bylaws question regarding first-year trustees serving a one-year initial term with renewal interest due by December 15. Lety Garcia noted that appointment letters should specify each trustee's term length and requested confirmation of what was sent. Lindsay Granger stated term lengths are set by the Nominating Committee and acknowledged that specific term assignments were not finalized last year.

Alex Kopilevich stated that the current term ends based on a 2020 start with the VAC and requested a correction to the tracking sheet. Discussion confirmed that trustee terms should align to June 30 per the bylaws and that the 7-years-within-8-years cap applies. Evelyn McOmie recommended adding a footnote on the term grid to clarify that out-of-sequence starts still end at the fiscal year-end.

Lindsay Granger agreed to locate renewal letters, verify language sent to new trustees, prepare an updated term matrix (including start/ end dates and current "year of term"), and draft notices to new trustees confirming the one-year initial term with December 15 renewal-of-interest.

D. Update on Board Recruitment Marketing Effective September

Chris Whitlock reported ongoing board-recruitment outreach through News You Can Use, Facebook, Instagram, and LinkedIn boosts. Publications are scheduled for September in VICA newsletters. Outreach is underway with the AV Hispanic Chamber of Commerce and the LA Hispanic Chamber of Commerce to include flyers in their email blasts. Flyers were distributed at the legislative breakfast, and Senator Menjivar's office agreed to help disseminate them. The flyer directs applicants to the online application via a QR code and also provides a phone number and website.

Lety Garcia asked whether recruitment materials should explicitly state a need for Latino board members to meet DDS composition requirements. Sharmila Brunjes supported clarifying language while keeping materials inclusive. Evelyn McOmie clarified that, with a current board size of 15, DDS compliance would be met by adding two Latino members, bringing the total to 17. Lindsay Granger explained that the DDS tool auto-calculates compliance and confirmed the scenario requiring two additional Latino members for compliance at 17.

The Board composition will be reviewed again at the next meeting in September.

VI. Board Meeting Agenda Items

VII. Announcements / Information / Public Input

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VIII. Adjournment

Curtis Wang adjourned the meeting at 7:21 p.m.

Submitted by:
Lindsay Granger
Executive Administrative Assistant

