

North Los Angeles County Regional Center  
**Nominating Committee Meeting Minutes**

March 4, 2026

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

Evelyn McOmie, Lindsay Granger, John Van de Riet – **Staff Members**

**Absent:**

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**I. Call to Order**

Board Secretary and Committee Co-Chair Curtis Wang called the meeting to order at 5:34 pm.

**II. Review of the Agenda and Approval of Agenda**

Sharmila Brunjes, Board President, requested that Action Item A be moved to the end of the action items on the agenda, so that Lety Garcia, ARCA Delegate and Co-Chair of the Nominating Committee, may review the policies with the committee before approval.

**M/S/C** (Sharmila Brunjes/Alex Kopilevich) To approve the agenda as amended. Motion carried.

**III. Public Input**

There was no additional public input.

**IV. Consent Items**

A. Approval of Minutes from the February 4, 2026 Meeting

**M/S/C** (Sharmila Brunjes/Alex Kopilevich) to approve the minutes of the February 4, 2026 meeting. Motion carried.

**V. Action Items**

A. Review and Approve Updated Nominating Committee Guidelines and Procedures

The Committee returned to Action Item A to review the updated Nominating Committee Guidelines and Procedures. Lindsay Granger explained that all Vendor Advisory Committee references had been removed to align the document with the bylaws. Lindsay Granger also clarified revisions related to the presentation and seating of new Board members, Board officers, and up to three additional Executive Finance Committee members.

During the review, Lindsay Granger recommended replacing the outdated reference to “secretary” with “board liaison” to reflect current staff structure and avoid confusion with the elected Board Secretary role. Juan Hernandez asked for clarification regarding the intended reference, and Lindsay Granger confirmed that the term referred to staff support, not the elected Board Secretary. Lety Garcia recommended revising the language further to “staff board liaison” for clarity, and Sharmila Brunjes and Juan Hernandez agreed.

Lindsay Granger also reviewed edits to the officer section to align with the bylaws, including removing roles that are no longer officer positions and updating the Vice President title. The Committee discussed language regarding the separate slate for up to three additional Executive Finance Committee members, with Lety Garcia clarifying that in May the Committee will present separate slates for Board officers, Board member renewals, new Board member applicants, and additional Executive Finance Committee members, with voting to take place in June.

Lety Garcia also asked whether this document was different from the recruitment plan previously discussed at the Board level. Lindsay Granger clarified that the recruitment plan is a separate policy-related document, while this item concerns the Nominating Committee's internal guidelines and procedures.

**M/S/C** (Sharmila Brunjes/Juan Hernandez) to approve the approve the updated Nominating Committee guidelines and procedures as amended. Motion carried.

ACTION: Lindsay Granger will change "board liaison" to "staff board liaison" in the document before marking it as the approved draft.

Following approval, the Committee discussed the process for presenting Applicants 6, 11, and 12 to the Board. The Committee agreed that the applicants' materials, including applications and statement letters, should be shared confidentially with the Board in the same manner used previously. Lindsay Granger confirmed that the candidate slate would be presented in May, with Board voting to occur in June, and that the applicants would be updated that they are moving forward in the process.

B. Approval of Renewal of Board Membership for Nicholas Abrahms for a One-Year Term beginning July 1, 2026 and Ending January 15, 2027

**M/S/C** (Sharmila Brunjes/Juan Hernandez) to approve the renewal of board membership for Nicholas Abrahms for a term beginning July 1, 2026 and ending January 15, 2027. Motion carried.

C. Approval of Renewal of Board Membership for Lety Garcia for a One-Year Term beginning July 1, 2026 and Ending January 15, 2027

**M/S/C** (Sharmila Brunjes/Juan Hernandez) to approve the renewal of board membership for Lety Garcia for a term beginning July 1, 2026 and ending January 15, 2027. Motion carried.

D. Approval of Renewal of Board Membership for Jacquie Colton for a One-Year Term beginning July 1, 2026 and Ending June 30, 2029

**M/S/C** (Sharmila Brunjes/Alex Kopilevich) to approve the renewal of board membership for Jacquie Colton for a term beginning July 1, 2026 and ending June 30, 2029. Motion carried.

E. Approval of Renewal of Board Membership for Jeremy Sunderland for a One-Year Term beginning July 1, 2026 and Ending June 30, 2029

**M/S/C** (Juan Hernandez/Sharmila Brunjes) to approve the renewal of board membership for Jeremy Sunderland for a term beginning July 1, 2026 and ending June 30, 2029. Motion carried.

F. Approval of Renewal of Board Membership for Jason Taketa for a One-Year Term beginning July 1, 2026 and Ending June 30, 2029

**M/S/C** (Juan Hernandez/Alex Kopilevich) to approve the renewal of board membership for Jason Taketa for a term beginning July 1, 2026 and ending June 30, 2029. Motion carried.

G. Approval of Renewal of Board Membership for Curtis Wang for a One-Year Term beginning July 1, 2026 and Ending June 30, 2029

**M/S/C** (Sharmila Brunjes/Alex Kopilevich) to approve the renewal of board membership for Curtis Wang for a term beginning July 1, 2026 and ending June 30, 2029. Motion carried.

H. Review of Board of Trustees Applicant Interviews

The Committee reviewed previously interviewed applicants (Applicants 4, 5, 6, 9, 11, and 12), beginning with Applicant 4.

a. Applicant 4

During the discussion, Sharmila Brunjes shared that Applicant 4 was a strong candidate with relevant community involvement in the Antelope Valley and a professional background as a realtor. However, Sharmila Brunjes noted that due to anticipated Board composition requirements, including potential changes to Board size and limited available positions, the Board must be strategic in its selections. Sharmila Brunjes further explained that the Board currently has members with similar backgrounds and profiles, which may limit the need for an additional candidate with comparable experience at this time.

Alex Kopilevich expressed agreement with this perspective and acknowledged the strength of the overall applicant pool. Lety Garcia facilitated the discussion and called for a motion following Committee input.

**M/S/C** (Juan Hernandez/Sharmila Brunjes) to not move forward with Applicant 4 to the full board. Motion carried.

b. Applicant 5

The Committee continued review of applicant interviews with Applicant 5.

During the discussion, Sharmila Brunjes shared that Applicant 5 presented similarly to Applicant 4 and noted concerns regarding overall Board composition needs and anticipated requirements. Sharmila Brunjes expressed that, while Applicant 5 was well-liked, the candidate's background was similar to current Board members and may not align with priority areas such as specialized skills or experience needed at this time.

Lety Garcia provided additional clarification that Applicant 5 does have management and financial oversight experience, including supervising a team and reviewing fiscal matters, and noted that these qualifications align with desired expertise.

**M/S/C** (Juan Hernandez/Sharmila Brunjes) to not move forward with Applicant 5 to the full board. Motion carried. Lety Garcia opposed.

Following the vote, Juan Hernandez asked for clarification on whether applicants who are not moved forward should be removed entirely or retained for future consideration. Lety Garcia explained that the Committee could make a separate motion to retain applicants for future consideration if desired.

**M/S/C** (Juan Hernandez/Sharmila Brunjes) to keep Applicant 5 on file for possible future consideration. Motion carried. Alex Kopilevich opposed.

c. Applicant 6

The Committee continued review of applicant interviews with Applicant 6.

During the discussion, Sharmila Brunjes noted that Applicant 6 has strong qualifications, including medical experience, leadership as a program director, and prior experience working with a regional center. Sharmila Brunjes highlighted management, budgeting, recruitment, and program oversight experience as strengths aligned with anticipated Board needs. Sharmila Brunjes also noted similarities between Applicant 6 and Applicant 11 but expressed a preference for Applicant 6.

Alex Kopilevich raised concerns that Applicant 6 had not attended prior Board meetings, noting that participation in meetings is an important indicator of engagement and familiarity with the organization. Alex Kopilevich also expressed a preference for another candidate and indicated this impacted the evaluation.

Lety Garcia added that Applicant 6 appeared to have significant professional commitments and shared concern about availability and motivation for Board service. Juan Hernandez asked for clarification regarding the trailer bill requirements, specifically which criteria Applicant 6 met in relation to the anticipated expectations (e.g., management, financial, legal, nonprofit, developmental disability experience, and demographic considerations).

**M/S/C** (Sharmila Brunjes/Juan Hernandez) to move Applicant 6 forward to the full board. Motion carried. Sharmila Brunjes, Juan Hernandez, and Curtis Wang voted in favor. Lety Garcia and Alex Kopilevich opposed. Vote 3-2 in favor.

d. Applicant 9

The Committee reviewed Applicant 9.

During the discussion, Alex Kopilevich shared that while Applicant 9 appeared kind and well-intentioned, the candidate does not currently meet the criteria needed for Board composition. Juan Hernandez agreed, noting that the Board already has members with similar backgrounds and raised a concern regarding the applicant's interest in starting a business.

Juan Hernandez also suggested that if Applicant 9 becomes a vendor in the future, participation on the Vendor Advisory Committee could be a more appropriate opportunity. Lety Garcia recommended following up to ensure this information is shared with the applicant. Alex Kopilevich noted the value of having consumer representation with vendor experience on the Vendor Advisory Committee.

**M/S/C** (Juan Hernandez/ Alex Kopilevich) to not move Applicant 9 to the full board. Motion carried.

ACTION: Board Support will reach out to the applicant and ask that they please apply to the VAC once they are vendedored.

e. Applicant 11

The Committee reviewed Applicant 11.

During the discussion, Sharmila Brunjes shared strong support for Applicant 11 and noted reconsideration of earlier comparisons, emphasizing the importance of forwarding qualified candidates to allow the full Board to participate in final decision-making. Sharmila Brunjes highlighted Applicant 11's medical background as a valuable skill set that is currently not represented on the Board.

Alex Kopilevich also expressed that Applicant 11 is a strong candidate, noting overall qualifications and potential contribution. Juan Hernandez acknowledged minor concerns regarding time management during the interview but agreed the candidate could still be a good fit.

Lety Garcia clarified that the Committee's role is to recommend a defined slate of candidates to the Board, rather than forwarding all applicants, and emphasized the need to align selections with the targeted number of candidates.

**M/S/C** (Sharmila Brunjes/ Alex Kopilevich) to move Applicant 11 to the full board. Motion carried. Lety Garcia and Juan Hernandez opposed. 3-2 in favor. Motion carries.

f. Applicant 12

The Committee reviewed Applicant 12.

During the discussion, Sharmila Brunjes highlighted Applicant 12's extensive nonprofit and board experience, including leadership in safety oversight and early start services, as well as significant management experience. Sharmila Brunjes also noted the applicant's lived experience as a parent of a child with a rare disorder and emphasized the value of Hispanic representation on the Board.

Juan Hernandez expressed support, noting the applicant's nonprofit experience and contribution to Board diversity. Alex Kopilevich initially indicated opposition but later clarified this as an abstention due to limited recall of the applicant.

**M/S/C** (Sharmila Brunjes/Juan Hernandez) to move Applicant 12 to the full board. Motion carried. Alex Kopilevich abstains.

Following the vote, Lety Garcia confirmed that Applicants 6, 11, and 12 would be forwarded as the recommended slate. Lety Garcia also clarified Board composition projections, noting that with these additions the Board would increase to 17 members, and with upcoming term completions, would return to 15 members in alignment with anticipated requirements.

I. Approval to Close the Board Application Period for FY2025-26

The Committee considered approval to close the Board application period.

Curtis Wang stated that a motion was needed to formally close the application period, noting that no additional applications are needed at this time. Sharmila Brunjes made a motion to close the application period, which was seconded by Juan Hernandez.

During discussion, Juan Hernandez asked whether the application period could be reopened if needed. Sharmila Brunjes clarified that the Board typically follows an annual recruitment cycle, with applications opening at the beginning of the fiscal year and closing in December, followed by interviews and recommendations in early the following year.

**M/S/C** (Sharmila Brunjes/Juan Hernandez) to close the application period for FY 2025-26. Motion carried.

## **V. Committee Business**

### **A. Update on Board Recruitment Marketing Plan**

John Van de Riet, Public Information Supervisor, provided an update on the Board Recruitment Marketing Plan on behalf of Chris Arroyo. John Van de Riet reported that the proposed next phase of outreach would include social media promotion on Facebook, Instagram, and LinkedIn, with geo-targeting options and unique QR codes to track engagement. The estimated cost for this additional geo-targeted campaign would be \$150.

During discussion, Sharmila Brunjes asked whether outreach could be further tailored to increase engagement with the Latino community, given the demographics of the catchment area. John Van de Riet agreed to look into this for future planning. Lety Garcia asked for clarification regarding the budget and whether any previously approved recruitment funds remained available. Lindsay Granger clarified that the budget approved previously had already been fully spent and that the proposed geo-targeted outreach would require a new approval as an additional \$150 expense.

The Committee discussed whether further recruitment outreach was necessary at this time, given that the application period had been closed and the Board is expected to reach capacity following the current recruitment cycle. Lety Garcia noted that the geo-targeting concept, particularly for Santa Clarita Valley, could be documented for future use when recruitment resumes. Sharmila Brunjes also noted that outreach to the Latinx community should be revisited as part of any future recruitment plan.

No action was taken at this time. The Committee agreed that additional recruitment marketing is not currently needed and may be reconsidered if future Board vacancies arise.

### **B. Discuss Slate of Officers for next fiscal year; and**

### **C. Discuss Slate of Additional Executive Finance Committee Members**

The Committee discussed the process for soliciting interest in Board officer positions for the next fiscal year. Lindsay Granger asked whether an email should be sent to all Board members inviting expressions of interest for officer roles. Committee members agreed that a survey form would be more efficient than asking members to respond by email, and Lindsay Granger confirmed that the form would include descriptions of each position drawn from the bylaws. The Committee also agreed that members may optionally submit a letter of interest.

During the discussion, Lety Garcia emphasized the importance of providing Board members with clear information about officer duties. Lindsay Granger shared the format used in the prior year and confirmed that the form would be updated to reflect the current officer positions and include the ARCA Delegate role. The Committee agreed that Board members may express interest in more than one position.

The Committee also discussed timing. The officer interest form will be sent to all Board members with a soft deadline of March 23, 2026, allowing additional time for follow-up before the April 1, 2026 Nominating Committee meeting. Lindsay Granger confirmed that all submitted responses and any letters of interest would be compiled for Committee review in advance of that meeting.

The Committee further agreed that interest in the additional Executive Finance Committee positions will be collected separately to avoid confusion with officer recruitment. That separate Executive Finance Committee interest form will be sent on March 30, 2026, after the officer interest process is underway.

The Committee also briefly discussed the Self-Determination Program Board Liaison role for FY 2026–27. It was agreed that this is not a bylaw officer position and should instead be announced separately as an opportunity for Board members to express interest, with a brief description of the role included on a future agenda.

D. Discuss Applicant Rating Sheets

The Committee discussed the current applicant rating sheets and whether revisions are needed. Lety Garcia noted that the forms have not been used consistently and that some questions appear repetitive. Lety Garcia also raised the need to consider future updates in light of anticipated trailer bill language and to clarify the process for how rating sheets should be completed and submitted.

Sharmila Brunjes agreed that the rating sheets should be revised, noting duplicate and redundant questions, particularly in the commitment and work management section. Sharmila Brunjes also noted that while the trailer bill changes may affect future revisions, those requirements are not yet in effect and could be addressed later. Alex Kopilevich shared that the sheets had generally been used as note-taking guides rather than formal documents for submission.

Evelyn McOmie advised the Committee that because the documents are titled and structured as rating sheets, they should be treated as official records and submitted for documentation purposes. Evelyn McOmie recommended that completed rating sheets be retained in case they are needed for audit or review. In response, Committee members agreed that the process should be more formalized going forward.

Juan Hernandez recommended converting the rating sheet into an easier-to-use electronic format, such as an online form, to improve completion and submission. Lindsay Granger confirmed that the form could be recreated as a Microsoft Form or other fillable online version. The Committee also discussed streamlining repetitive questions and improving usability, including the possibility of automatic scoring.

The Committee further discussed possible future updates to the expertise section to better align with anticipated Board composition considerations, including legal, finance, developmental disability advocacy, and board governance experience. Lety Garcia also emphasized the importance of retaining information that helps evaluate Board composition and representation, including disability categories, to support balanced and

inclusive recruitment.

Evelyn McOmie and Lindsay Granger agreed to work together on proposed revisions to streamline the rating sheet and improve the format for future use. No formal action was taken at this time.

The Committee agreed that the applicant rating sheets should be revised and formalized for future use. Staff will work on proposed updates, including a more user-friendly electronic format and streamlined questions, for later Committee review.

E. Update on Board Recruitment Plan Policy

Evelyn McOmie provided an update that DDS approved the Board Recruitment Plan Policy that had originally been submitted in May 2025. Evelyn McOmie explained that DDS made limited strikeout revisions, primarily removing language tied to the Board's then-current composition status and recruitment timeline, so the document could stand as an ongoing policy rather than a time-specific plan. Evelyn McOmie also noted that, once approved by the Board, the strikeouts would be removed and the DDS approval date and Board approval date would be documented.

During the discussion, Lety Garcia asked whether any substantive changes had been made and noted that portions of the document also reflected earlier refinements to the rating sheet questions. Lety Garcia expressed concern about approving the policy now if additional revisions may be needed later to align with anticipated trailer bill language. Evelyn McOmie responded that, because the policy update was part of the special contract deliverables, it would be beneficial to move it forward for Board approval now and revise it later if future state requirements change.

**M/S/C** (Sharmila Brunjes/Alex Kopilevich) to approve and forward the DDS-approved Board Recruitment Plan Policy to the Board for approval. Motion carried. Lety Garcia abstained.

**VI. Review of Meeting Action Items and Board Agenda Items**

The Committee reviewed key action items from the meeting. Lindsay Granger confirmed updates to the guidelines and procedures, including revising the title to "staff board liaison." Board member renewals will be presented to the Board as a slate at the May meeting. Applicants 6, 11, and 12 will move forward to the Board in May for a vote in June, while Applicants 4, 5, and 9 will not move forward; Applicant 5 will be kept on file, and Applicant 9 will be contacted regarding potential future involvement with the Vendor Advisory Committee.

Lindsay Granger confirmed that the closure of the FY 2025–26 board application period will be announced during Board business. Lindsay Granger will also send out the Board officer interest form with a deadline of March 23, followed by a separate Executive Finance Committee interest form on March 30.

Lindsay Granger and Evelyn McOmie will collaborate to revise and streamline the applicant rating sheet and align it with the Board Recruitment Plan. The Committee's recommendation to approve the Board Recruitment Plan Policy will be included as an action item for the Board.

Lety Garcia requested that a Board composition tracking sheet be presented at the April 1 meeting to support future recruitment planning. Lindsay Granger confirmed this will be provided.

Lindsay Granger also confirmed that all applicants will receive follow-up communication regarding their application status.

**VII. Announcements/Public Input/Information**

The next meeting is Wednesday, April 1, 2026 at 5:30 p.m.

**VIII. Adjournment**

Curtis Wang adjourned the meeting at 7:22 p.m.

Submitted by:  
Lindsay Granger  
Executive Administrative Assistant – Board Relations Liaison

