North Los Angeles County Regional Center
Main 818-778-1900 • Fax 818-756-6140 | 9200 Oakdale Avenue #100, Chatsworth, CA 91311 | www.nlacrc.org

MEMORANDUM

Date: August 5, 2026

To: **Nominating Committee:** Curtis Wang, Sharmila Brunjes, Lety Garcia, Juan Hernandez

From: Lindsay Granger, Executive Administrative Assistant

Re: Information and materials for the next Nominating Committee meeting on **Wednesday, August 5, 2026**

Attached is information for the next committee meeting. Please review this information prior to the meeting.

The meeting will be held remotely via Zoom. We will send you the Zoom access information via email.

Please **click the link** below to join the Zoom meeting automatically as an attendee.

Join Zoom Meeting

https://us06web.zoom.us/j/83145709557?pwd=muwfaFnV70GiHw2eO8TZKZBcoyLOzg.1

Meeting ID: 831 4570 9557
Passcode: 007129

If you have any questions, or if you are unable to attend the meeting, please send us an email to boardsupport@nlacrc.org. Thank you!

Attachments

c: Evelyn McOmie, Deputy Director

Nominating Committee Meeting

August 5, 2026

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North Los Angeles County Regional Center

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NOMINATING COMMITTEE
Wednesday, August 5, 2026, at 5:30 p.m.
~ AGENDA ~

Members:
Committee Co-Chairs: Curtis Wang and Lety Garcia
Nominating Committee Members: Sharmila Brunjes, Juan Hernandez
Staff: Evelyn McOmie and Lindsay Granger

I. **Call to Order/Attendance –** Curtis Wang *(1 min)*

II. **Agenda** *(1 min)*
   A. Approval of the Agenda

III. **Public Input –** Agenda Items *(3 min per person, limit 3 comments)*

IV. **Consent Items** *(1 min)*
   A. Approval of Minutes from the April 1, 2026, Meeting

V. **Action Items**
   A. Elect Nominating Committee Chair(s) for FY 2026-27 – Evelyn McOmie *(2 min.)*
   B. Review and Approve 2026 Board Composition Survey and Plan of Correction to Submit to DDS – Evelyn McOmie *(5 min)*

VI. **Committee Business**
   A. Orientation – Evelyn McOmie *(15 min.)*
      1. Bylaws
      2. Guidelines & Procedures
      3. Review Committee Planning Calendar 2026-2027
      4. Review Meeting Schedule for FY 2026-27
   B. Confidentiality Statements for Nominating Committee Members FY 2026-2027 – Evelyn McOmie *(1 min)*
   C. Review of Members Terms for Fiscal Year 2026-2027 – Evelyn McOmie *(3 min)*
   D. Review Committee Actions for FY 2025-26 – Evelyn McOmie *(3 min)*

VII. **Review of Meeting Action Items** *(2 min)*

VIII. **Board Meeting Agenda Items** *(3 min)*

IX. Announcements / Public Input / Information *(3 min per person)*

A. Next meeting: September 2, 2026 at 5:30 p.m.
B. Committee Attendance

X. Adjournment

North Los Angeles County Regional Center

Nominating Committee Meeting Minutes

April 1, 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:

I. Call to Order

Board Secretary and Committee Co-Chair Curtis Wang and ARCA Delegate Lety Garcia read NLACRC'S mission statement and called the meeting to order at 5:38 pm.

II. Review of the Agenda and Approval of Agenda

M/S/C (Juan Hernandez/Lety Garcia) 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 March 4, 2026 Meeting

M/S/C (Lety Garcia/Juan Hernandez) to approve the minutes of the March 4, 2026 meeting. Motion carried.

V. Action Items

A. Review and Approve FY 2026-2027 Nominating Committee Critical Calendar

Lindsay Granger presented the proposed FY 2026–2027 Critical Calendar, explaining that the document had been updated to align with the naming convention used for the Board's other annual calendars. Lindsay Granger also noted that references to "Policies and Procedures" had been revised to "Guidelines and Procedures" for consistency. In addition, Lindsay Granger explained that the November committee meeting had been replaced with a September meeting based on the previous year's schedule and asked whether the Committee wished to continue that approach.

The Committee discussed the meeting schedule. Lety Garcia recommended retaining the September meeting rather than moving it back to November, noting that doing so allows work to be completed before the Board's December dark month. The Committee agreed to keep the September meeting. Lindsay Granger also explained that responsibility for one calendar item had been updated from the Human Resources Director to Executive Staff, with Executive Staff providing the information going forward.

Lindsay Granger then requested the Committee's guidance on several longstanding calendar items that had been carried forward from previous years but had not been used in practice. Lindsay Granger explained that both the Board Orientation item and the Executive Information Session had remained on the calendar for at least the past two years despite not being utilized and asked whether the items should remain. Lety Garcia recommended retaining the Board Orientation item because it could become necessary if there were a high number of Board applicants or if changes to trailer bill language required orientations to occur sooner. Lety Garcia noted that the Executive Information Session was unfamiliar, and Juan Hernandez stated that the purpose of the item was also unknown. After discussion, the Committee reached consensus to remove the Executive Information Session from the calendar because Committee members were unable to identify its purpose or recall it being used in recent years. The Committee noted that the item could be added back in the future if needed.

Lety Garcia requested that the description of the Board application review process be revised to specify that the Committee will review applications for potential conflicts of interest and compliance with DDS Board composition requirements. Evelyn McOmie recommended adding the phrase "as needed" to the orientation item to clarify that orientations would only be scheduled when circumstances warranted, such as when applicant volume was high. The Committee agreed to incorporate both revisions into the calendar.

Lindsay Granger also informed the Committee that the Board Self-Evaluation item had been removed from the calendar because neither staff nor Committee members could identify its purpose or recall it being used. Lety Garcia agreed with removing the item. The Committee also reviewed several administrative revisions, including confirming that Board member renewal activities would remain scheduled in December and updating references to reflect the Executive Finance Committee by removing outdated references to Board Interns and revising the description of the slate of nominees. Lindsay Granger noted that a final review of the calendar would be completed to identify any additional minor edits before the document was finalized.

After confirming there were no additional revisions, Lindsay Granger requested a motion to approve the FY 2026–2027 Critical Calendar as amended.

M/S/C (Lety Garcia/Alex Kopilevich) to approve the FY 2026-2027 Critical Calendar with the discussed revisions. Motion carried.

<u>ACTION</u>: Lindsay Granger will make those revisions to the calendar.

B. <u>Approve Slate of Officers for FY 2026-27</u>

Lety Garcia introduced the agenda item regarding the proposed FY 2026–2027 slate of officers. Lindsay Granger reviewed the responses received from current Board officers regarding their interest in serving during the upcoming fiscal year. Lindsay Granger reported that all current officers had expressed interest in continuing in their current roles, with the exception of Lety Garcia, who indicated an interest in serving only if needed. Lindsay Granger also noted that one Board member who was not currently serving as an officer had expressed interest in an officer position. The Committee discussed presenting a proposed slate based on the positions for which members had expressed interest.
Lety Garcia summarized the proposed slate as Sharmila Brunjes for President, Juan Hernandez for Vice President, Curtis Wang for Secretary, and Anna Hurst for Treasurer. Lety Garcia noted that the ARCA Representative position would remain vacant unless an interested candidate had been identified. Lindsay Granger advised that Jennifer Koster had expressed interest in serving as ARCA Representative. Juan

Hernandez asked whether Jennifer Koster met the eligibility requirements for the position. Lindsay Granger responded that eligibility would be confirmed. With no other expressions of interest received, the Committee agreed to include Jennifer Koster as the nominee for ARCA Representative on the proposed slate.

M/S/C (Alex Kopilevich/Lety Garcia) to approve the proposed slate of officers for FY 2026-2027, including Jennifer Koster as the nominee for ARCA Delegate to present to the full Board of Trustees. Motion carried.

C. Approve Slate of Additional Executive Finance Committee Members

Lety Garcia introduced the agenda item regarding the proposed slate of additional Executive Finance Committee members. Lindsay Granger reported that no additional expressions of interest had been received beyond the current members, with the exception of Jennifer Koster, who had also expressed interest in serving on the Executive Finance Committee. During discussion, Lety Garcia confirmed that the proposed slate of additional members would consist of Laura Monge, Jacquie Colton, Jason Taketa, and Jennifer Koster. Lindsay Granger explained that the Board would vote to select up to three additional Executive Finance Committee members at the May Board meeting.

Lindsay Granger reviewed the proposed voting process, explaining that Board members would be instructed to select a minimum of one and up to three candidates. Evelyn McOmie recommended adding written instructions to the ballot to clearly explain the voting process. The Committee agreed that including the instructions would help ensure clarity for Board members.

The Committee also discussed Jennifer Koster's eligibility to appear on both the proposed officer slate as the nominee for ARCA Representative and the Executive Finance Committee ballot. Lety Garcia explained that if Jennifer Koster were elected as ARCA Representative, Jennifer Koster would automatically serve on the Executive Finance Committee and would therefore not appear on the ballot for an additional Executive Finance Committee position. Lindsay Granger confirmed that the Executive Finance Committee ballot would be updated accordingly following the election of officers.

Alex Kopilevich provided an update on the Vendor Advisory Committee (VAC) member recruitment process, reporting that twelve applications had been received, seven applicants advanced to interviews, two applicants withdrew, and five applicants were interviewed. The interview panel unanimously recommended two applicants for appointment to the VAC, with the recommendations scheduled for consideration by the Vendor Advisory Committee at its April meeting. Alex Kopilevich also reported that interest in serving as VAC Chair would be solicited, with the goal of identifying the incoming Chair by May to allow for a smooth transition before the new fiscal year.

The Committee discussed the Vendor Advisory Committee election process and whether the bylaws permit nominations from the floor for Vendor Advisory Committee member appointments. Lety Garcia raised the question to ensure the Vendor Advisory Committee would be prepared to respond if the issue arose during its meeting. Lindsay Granger reviewed the bylaws during the meeting and reported that provisions regarding nominations from the floor were identified for Board officers and Board members, but no comparable provision was found for Vendor Advisory Committee member elections. Alex Kopilevich outlined the planned voting process for the Vendor

Advisory Committee, explaining that each recommended and non-recommended applicant would be presented individually for consideration by the committee. Lindsay Granger agreed to continue reviewing the bylaws and provide a follow-up regarding whether any additional provisions applied to the Vendor Advisory Committee.

M/S/C (Lety Garcia/Alex Kopilevich) to approve the proposed FY 2026-2027 slate of additional Executive Finance Committee members. Motion carried.

V. Committee Business

A. <u>Review Board Member and Applicant Composition Tracking Sheet</u>

Lety Garcia introduced the Board Member and Applicant Composition Tracking Sheet agenda item. Lindsay Granger presented the newly developed tracking sheets, explaining that they were created in response to the Committee's request at the previous meeting and were modeled after the Vendor Advisory Committee composition tracker. Lindsay Granger explained that the Board Member Composition Tracking Sheet summarizes information provided by current Board members on their applications, including experience, representation, residential geography, living situation, developmental disability categories, and demographic information. Lindsay Granger also noted that percentage summaries had been added to provide an at-a-glance view of the Board's current composition and to assist the Committee in monitoring Board composition requirements and identifying recruitment priorities.

Lindsay Granger also reviewed the Board Applicant Composition Tracking Sheet, which summarizes information provided by Board applicants using the same categories as the Board Member tracker. During the discussion, Lety Garcia recommended revising the title to clarify whether the tracker reflected all applicants or only those who had been interviewed. The Committee reviewed the geographic, demographic, and representation breakdowns of both the current Board and the applicant pool and discussed how the information could be used to evaluate recruitment efforts and support future Board composition planning.

Lety Garcia and Evelyn McOmie recommended distinguishing interviewed applicants from those who were not interviewed by adding color coding and a corresponding legend to the tracking sheet. Lindsay Granger agreed to revise the document by identifying interviewed applicants, adding a key explaining the color coding, and clarifying which applicants had participated in the interview process to improve readability and eliminate confusion.

The Committee recommended revising the Board Applicant Composition Tracking Sheet to clearly distinguish applicants who were interviewed from those who were not interviewed. Lety Garcia and Evelyn McOmie recommended using color coding and adding a corresponding legend to improve readability and eliminate confusion. Lindsay Granger agreed to revise the document by identifying interviewed applicants, adding a key explaining the color coding, and clarifying which applicants had participated in the interview process.

Following the review, Lety Garcia asked whether there were any additional questions. The Committee expressed support for the tracking sheets and agreed that the new format would provide a clearer, more efficient way to monitor Board composition, evaluate applicant demographics, and identify recruitment needs in future years.

VI. Review of Meeting Action Items and Board Agenda Items

Lindsay Granger reviewed the meeting action items and summarized the Committee's recommendations for future Board consideration. Lindsay Granger confirmed that the FY 2026–2027 Critical Calendar had been approved by the Committee, with the agreed-upon revisions to be incorporated before the calendar is presented to the Board of Trustees in August. Lindsay Granger also confirmed that the Committee had approved the proposed FY 2026–2027 slate of officers and the proposed slate of additional Executive Finance Committee members, which will be presented to the Board in May for consideration and voted on in June.

Lindsay Granger also confirmed that staff would continue reviewing the bylaws to determine whether any provisions regarding nominations from the floor apply to Vendor Advisory Committee member elections and would provide a follow-up to the Committee.

Lety Garcia confirmed that there were no additional Board agenda items for the current meeting and that the Committee's recommendations would instead be presented at the May Board meeting. The meeting concluded with confirmation that there was no public input.

VII. Announcements/Public Input/Information

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

VIII. Adjournment

Lety Garcia and Curtis Wang adjourned the meeting at 6:25 p.m.

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

North Los Angeles County Regional Center

NLACRC is located in the Southwest region of CA and serves the health districts of East Valley, San Fernando, and West Valley within the city of Los Angeles. There are 3 offices, with the main office in Chatsworth.

Table 1: Ethnicity and Race Representation of Catchment Area

Catchment Area Population: **2,304,064** | ***Seated Members:*** ***17*** | ***Full Board:*** ***14-22***

[WIC Section 4622(d)] The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.

Race	Population (2024 ACS Data)	Percent (2024 ACS Data)	Board Members	Percent	Compliance Status
American Indian/Alaskan Native	24,611	1.1%	0.0	0%	Met
Asian	229,543	10.0%	3.0	18%	Met
Black/African American	139,792	6.1%	1.0	6%	Met
Pacific Islander	3,734	0.2%	0.0	0%	Met
White	920,455	39.9%	10.0	59%	Met
Some other race alone	503,343	21.8%	2.0	12%	
Two or more races	482,586	20.9%	1.0	6%	
Number of BM with race selected			17.0	100%	

Ethnicity	Population (2024 ACS Data)	Percent (2024 ACS Data)	Board Members	Percent	Compliance Status
Hispanic/Latino	1,034,834	44.9%	5.0	29%	Not met
Non-Hispanic/Latino	1,269,231	55.1%	12.0	71%	N/A
Total Board Members			17.0	100%	

Table 2: Skills/Expertise

[WIC Section 4622(b)] The membership of the governing board shall include persons with legal, management or board governance, financial, and developmental disability program expertise.

Skills/Expertise	Count	Percentage	Compliance Status
Legal (L)	2	12%	Met
Management (M)	8	47%	Met
Board Governance (BG)	13	76%	Met
Financial (F)	6	35%	Met
Developmental Disability Program Experience (DD)	10	59%	Met

**Multiple skills/expertise may be selected per board member.*

Notes:
Board members who selected more than one race will be categorized as “2 or More Races” ONLY

Table 3: Board Member Representation

[WIC Section 4622(e)] A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the members of the governing board shall be persons with developmental disabilities.

Board Member Representation	Count	Percentage	Compliance Status
Individual Served (I)	5	29%	Met
Parent/Legal Guardian (P)	10	59%	
Other (O)	1	6%	
Vendor Representative (VR)	1	6%	Met
Individual Served (I) and Parent/Legal Guardian (P) Combined	15	88%	Met

Table 4: Disability Represented

[WIC Section 4622(c)] The membership of the governing board shall include representatives of the various categories of disability to be served by the regional center.

Disability Represented	Count	Percentage
Intellectual Disability	8	47%
Cerebral Palsy	4	24%
Epilepsy	3	18%
Autism	8	47%
5th Category	3	18%

**Multiple disabilities may be selected per board member.*

Table 5: Geographic Representation of Catchment Area

WIC Section 4622(d) The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.

County	Count	Percentage
Los Angeles	17	100%

Last Updated: 7/29/2026

North Los Angeles County Regional Center

NLACRC is located in the Southwest region of CA and serves the health districts of East Valley, San Fernando, and West Valley within the city of Los Angeles. There are 3 offices, with the main office in Chatsworth.

Table 1: Ethnicity and Race Representation of Catchment Area

Catchment Area Population: **2,307,493**

Seated Members: ***15***

Full Board: ***14-22***

[W&I Code §4622(d)] The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.

Race	Population (2023 ACS Data)	Percent (2023 ACS Data)	Board Members	Percent	Compliance Status
American Indian/Alaskan Native	22,756	1.0%	0.0	0%	Met
Asian	225,351	9.8%	1.0	7%	Met
Black/African American	143,810	6.2%	1.0	7%	Met
Pacific Islander	3,914	0.2%	0.0	0%	Met
White	1,033,259	44.8%	9.0	60%	Met
Some other race alone	476,300	20.6%	3.0	20%	
Two or more races	402,102	17.4%	1.0	7%	
Number of BM with race selected			15.0	100%	

Ethnicity	Population (2023 ACS Data)	Percent (2023 ACS Data)	Board Members	Percent	Compliance Status
Hispanic/Latino	1,023,988	44.4%	5.0	33%	Not met
Non-Hispanic/Latino	1,283,505	55.6%	10.0	67%	N/A
Total Board Members			15.0	100%	

Table 2: Skills/Expertise

[W&I Code §4622(b)] The membership of the governing board shall include persons with legal, management or board governance, financial, and developmental disability program expertise.

Skills/Expertise	Count	Percentage	Compliance Status
Legal (L)	2	13%	Met
Management (M)	7	47%	Met
Board Governance (BG)	12	80%	Met
Financial (F)	4	27%	Met
Developmental Disability Program Experience (DD)	7	47%	Met

**Multiple skills/expertise may be selected per board member.*

Notes:

Board members who selected more than one race will be categorized as “2 or More Races” ONLY

Table 3: Board Member Representation

[W&I Code §4622(e)] A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the members of the governing board shall be persons with developmental disabilities.

Board Member Representation	Count	Percentage	Compliance Status
Individual Served (I)	5	33%	Met
Parent/Legal Guardian (P)	8	53%	
Other (O)	1	7%	
Vendor Representative (VR)	1	7%	Met
Individual Served (I) and Parent/Legal Guardian (P) Combined	**13**	**87%**	**Met**

Table 4: Disability Represented

[W&I Code §4622(c)] The membership of the governing board shall include representatives of the various categories of disability to be served by the regional center.

Disability Represented	Count	Percentage
Intellectual Disability	6	40%
Cerebral Palsy	3	20%
Epilepsy	2	13%
Autism	8	53%
5th Category	3	20%

**Multiple disabilities may be selected per board member.*

Table 5: Geographic Representation of Catchment Area

W&I Code §4622(d) The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.

County	Count	Percentage
Los Angeles	15	100%

Last Updated: 8/14/2025

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August 15, 2025

Xochitl Gonzalez, Primary Regional Center Liaison Department
of Developmental Services
Office of Community Operations, Southern Region Office 2501
Harbor Boulevard
Costa Mesa, CA 92626

Subject: **North Los Angeles County Regional Center Board Composition Plan FY: 25/26**

Dear Xochitl,

North Los Angeles County Regional Center "NLACRC" is submitting to the Department a plan of correction regarding the Center's composition of the Board of Trustees, and the steps being taken to bring the board into compliance with the statutory requirements for composition as per WIC Section 4622, "*the governing board shall submit plan to the department with its board composition documentation setting forth how and, in as expeditiouse a manner as possible, when the board will come into compliance, in part or in whole*".

Attached you will find the Center's completed composition survey, demonstrating compliance in multiple areas of composition. That said, the board does need to recruit for two trustees to represent members of our Hispanic/Latino community.

It is the intent of the board to recruit and onboard trustee(s) to meet the statutory composition requirement as expeditiously as possible for the committee positions yet to be filled in the next 120 days. The Nominating Committee has established a recruitment campaign by launching "Juntos en la Mesa: Where Every Voice Builds the Future" to create awareness and inspire action. Next, engage trusted Hispanic/Latino networks, including chambers of commerce and community-based organizations, and place targeted ads in culturally relevant media outlets. Simultaneously, share compelling messaging across LinkedIn, Instagram, and Facebook, featuring testimonials and short-form videos that highlight the value of Hispanic/Latino voices on the board. We will track progress using key performance indicators "KPIs" via candidate outreach, partnerships formed, and board applications received, while maintaining a consistent posting schedule and budget to maximize reach and impact.

The Nominating Committee will meet on September 17, 2025, to review applications received. If applicants meet requirements needed, the committee will vote to interview. If the current applications on file do not produce candidates for nomination to the board, NLACRC will promptly reengage in active recruitment of additional applicants, and the board may consider a paid platform such as BoardSource (a nonprofit board resource) to identify board recruits specific to the composition needs of the board.

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If you have any questions, please contact Angela Pao-Johnson, at (818) 756-6423 or via e-mail at apjohnson@nlacrc.org.

Sincerely,

Sharmila Brunjes
Board President

Angela Pao-Johnson,
Executive Director

c: Ernie Cruz, Assistant Deputy Director – DDS Office of Community Operations
Amy Westling, Association of Regional Center Agencies

Encl: Composition Survey

consumer services ("Business Provider").

(d) Any person who has a financial interest in Regional Center operations, as defined in California Government Code Section 87103, except as a consumer of Regional Center services.

In the event that the Board President has cause to believe that a Trustee is no longer qualified under this Section 7 of the Bylaws, or if any Trustee alleges to the President in writing, that another Trustee, including the Trustee who serves as the President, is no longer qualified under this Section 7 of the Bylaws, the President shall schedule the matter on the agenda of the next regular Board meeting. The Secretary shall mail, or hand deliver specific written notice of this hearing to the Trustee in question at least seven (7) calendar days in advance of the hearing. The Board shall consider the matter at this hearing, which may be continued to the next consecutive regular meeting but shall not be continued thereafter. Once the President closes the hearing, the Board, excluding the Trustee whose qualifications are the subject of the hearing, shall immediately vote on a finding as to the Trustee's continuing qualification. If a majority present and voting finds that the Trustee is no longer qualified, that Trustee shall be automatically removed for cause, effective upon the Board's vote.

Section 8. Election and Term of Office. Except as otherwise provided herein, the Trustees shall be elected by the Board and shall serve for a term as hereinafter provided:

(a) Except for Trustees who are elected to fill a vacancy, each Trustee's first term shall be for one (1) year and any potential successive terms shall be for three (3) years, with each term commencing on the first day of July of the year in which the Trustee is elected to office; provided in no event shall a Trustee serve in such capacity for a period longer than seven years within an eight-year period.

(b) Each year, during which the term of one or more Trustees is due to expire, the Nominating Committee shall submit to the Board, at the regularly-scheduled meeting held in May, a list of candidates it recommends for election to membership to the Board. At the May meeting in which the Nominating Committee submits its recommended candidates to the Board, any member of the Board may nominate from the floor other candidates for membership to the Board, provided the individual nominated is a person who has submitted an application to serve as a Trustee to the Nominating Committee, and provided further that the nomination is both joined by at least four (4) other members of the Board and is consented to by the individual nominated. If one or more candidates for membership to the Board are nominated by a Trustee from the floor at the regularly-scheduled May meeting, the Nominating Committee shall, prior to the election, meet and interview those candidates who have

Except as provided in Article IV, Section 6, each Trustee who is present at a meeting, including those participating virtually as set forth in Section 10, Subsection (j), shall be entitled to one vote on each matter submitted to a vote of the Trustees. Voting by proxy is prohibited. Voting by email, facsimile, mail or other means by a Trustee who is not present at a meeting is also prohibited. Once a vote it cast, it may not be changed.

Section 12. Freedom from Liability. No Trustee who performs the duties of a Trustee in good faith and in the best interests of the Corporation, as set forth in Corporations Code section 5231, shall be personally liable for the debts, liabilities, or obligations of the Regional Center, except as provided in Corporations Code section 5233, relating to self-dealing transactions.

Section 13. Compensation. The Trustees of the Corporation shall serve without compensation for any services rendered by them to the Corporation as such Trustee. However, this shall not operate to preclude any Trustee from receiving reimbursement from the Corporation for reasonable expenses incurred by Trustee. There shall be no reimbursement for non-business-related travel companions. Neither shall there be loans to Trustees, except as might be permitted for matters relating to indemnity under Article XI of these Bylaws.

ARTICLE V

OFFICERS

Section 1. Number and Title. The officers of the Regional Center shall be members of the Board and shall consist of a President, Vice President, Treasurer, ARCA delegate, and Secretary, and such other officers as may be provided for by Board resolution. The same person may not serve concurrently in more than one office except as is needed to fill vacancies as that term is defined in Section 4 hereinbelow.

Section 2. Election. Except as otherwise stated in the Bylaws, the officers of the Regional Center shall be elected by the Board at the regularly-scheduled June meeting of the Board. A slate of nominees shall be submitted by the Nominating Committee to the Board at the regularly-scheduled May meeting immediately prior to the Board's regularly-scheduled June meeting. Nominations may be made from the floor by Trustees at the meeting in which the election is held or at any time prior to the election for that office. In the event that there is more than one (1) nominee for an office or should any Board member request it, the vote shall be by secret ballot. The candidate receiving the highest number of votes shall be elected to the office provided that he or she has received a majority vote of those Trustees in attendance in favor of election. In the event that no candidate receives a majority vote in favor of election, there shall be a runoff between the two (2) candidates with the highest number of votes at the same June meeting of the Board. Election shall be by individual office, in the order the offices are identified in these Bylaws.

Section 3. Term of Office. Officers shall serve for a term of one (1) year commencing on July 1 and ending on June 30 of the following calendar year or, unless: (1) their successor is elected at a date after June 30; (2) they resign prior to June 30; (3) they are removed at the pleasure of the Board in accordance with these Bylaws prior to June 30; or (4) they die. An officer may be removed with or without cause by a vote of two-thirds (2/3) of the total membership of the Board. Notice of a proposed removal action shall be mailed to the full Board prior to the regular meeting at which such vote would be taken. Notice shall be given at least 7 days prior to the regular meeting or with that meeting's Agenda, whichever provides more notice. There is no limitation to the number of terms that an officer may serve except for the office of President which shall have a limit of two (2) consecutive terms, additionally the Nominating Committee shall take into account continuity of leadership when Trustees are in their final year of eligibility to serve as Trustee.

Section 4. Vacancies. In the case of death, resignation, removal, or disqualification of any officer of this Board, or if there is otherwise a vacancy in an office, the Board shall elect from a slate of candidates presented by the Nominating Committee, the officer's successor, who shall hold his or her office for the unexpired term of that office (as opposed to a vacancy in the position of trustee of the Board detailed in Article IV, Section 9). The Board shall determine when to conduct an election to fill a vacancy in any office, and the Secretary shall give at least thirty (30) days' notice of intent to conduct the election, unless the office of the Secretary of the Board is vacant in which case such notice shall be given by the Board President. The notices may be provided to each Trustee in an open Board meeting, by first class mail, by personal delivery, or by electronic communication if the Corporation receives the necessary written consent from the Trustee.

Section 5. Duties of the President. The President shall preside at all meetings of the Board. Subject to the control of the Board, he or she shall:

(a) Call meetings of the Board.

(b) Execute on behalf of the Regional Center any and all contracts in conformance with the Board Contracts policy or any subsequent policy covering the authority of the Board to transact the business of the Regional Center in accordance with such authority as may be granted to him or her by the Board.

Finance Committee. Members of the Board are invited to express their opinions to the Executive Finance Committee and to attend any meetings of the Executive Finance Committee.

Section 5. Nominating Committee.

(a) Composition. The membership of the Nominating Committee shall consist of not less than three (3) Trustees and a member of the Vendor Advisory Committee as one of its four (4) members. The Nominating Committee members will elect their own chairperson. A quorum shall consist of a majority of the members of the Nominating Committee.

(b) Term of Members. The term of members shall be set at two (2) years, with not more than two (2) members of the Nominating Committee being replaced annually to provide for continuity.

(c) Duties. The duties of the Nominating Committee shall be to collect, categorize, screen, and keep on file at the Principal Executive Office of the Corporation all applications and application-related materials submitted to the Regional Center by Trustee candidates for the Board positions. These applications and application-related materials shall be kept confidential; only the Board President, Executive Director, Board Secretary, and members of the Nominating Committee (including the representative of the Vendor Advisory Committee) may have access to them.

(1) Selection of Board Members. The Nominating Committee shall have the responsibility to seek out and select qualified candidates for presentation and election as Trustees, as provided for at Section 8 of Article IV of these Bylaws. In the event of a vacancy on the Board before the end of a term, the Nominating Committee shall present to the Board its recommendation for a person or persons to fill the vacancy.

(2) Selection of Officers. The Nominating Committee shall present a slate to the Board for the office of President, Vice President, Secretary, Treasurer, and ARCA delegate, as provided for at Section 2 of Article V of these Bylaws. In the event of a vacancy occurring in any office during a term of office, the Nominating Committee shall present to the Board its recommendation for a person or persons to fill the vacancy.

(3) Selection of Consumer Advisory Committee Members. The Consumer Advisory Committee shall be composed of adult consumers who reside in the regional center's catchment area and participate in five (5) Consumer Advisory Committee meetings during any 12-month period The Nominating

North Los Angeles County Regional Center

Nominating Committee

Guidelines & Procedures

Bylaws

Composition and Membership of the Committee

The Nominating Committee is established as a standing committee in Article VII, Section 5 of the bylaws of the North Los Angeles County Regional Center (NLACRC). As required in the bylaws, the committee has a membership of not less than four, all of whom shall be board members. The committee is responsible for electing its own chairperson. A quorum consists of 50% of the committee. Members serve for two years, with not more than two members of the Nominating Committee being replaced annually to provide for continuity.

Responsibilities of the Committee

The Nominating Committee is responsible for collecting, categorizing, screening and keeping on file all applications for membership on the Board of Trustees. The applications are to be kept confidential. Only committee members, the board president, and executive director may have access to the applications. The committee is responsible for ensuring that qualified and interested persons are nominated for positions on the Board of Trustees. Finally, the committee is responsible for ensuring that the make-up of the board complies with the Lanterman Developmental Disabilities Services Act.

Process

Presentation and Seating of New Board Members, Board Officers, and **Additional Members of the Executive Finance Committee**

At regular Board of Trustees meetings, the new trustees, additional members of the Executive Finance Committee, and, as necessary, new board officers are elected. They are seated as determined by the needs of the board consistent with NLACRC board bylaws and policies. Members of the Board of Trustees may serve consecutive 1-year, 2-year, or 3-year terms up to 7 years within an 8-year period. Election to the board is by a majority vote. Although the board may choose to leave seats on the board vacant temporarily for specific reasons, no more than seven seats may be kept vacant at any one time.

Operating Processes for the Nominating Committee

To assure appropriate membership on the Nominating Committee, the staff board liaison shall keep a current list of committee members, indicating the name of each member, date appointed to the committee, and date of termination on the committee. This list shall be kept with the board files and a copy will be provided to the chairperson of the Nominating Committee.

Confidentiality of the Nominating Committee

By its very nature, the Nominating Committee engages in issues involving individuals and, at times, may be faced with considering actions affecting members of the committee and other members of the board.

Each member of the Nominating Committee shall sign a Confidentiality Statement at the first meeting of the committee each year. The statement shall be filed in the board member's NLACRC file that is maintained by the staff board liaison.

To avoid any appearance of conflict of interest, if any member of the Nominating Committee has applied to serve an additional term on the board or is being considered for nomination to an office, he/she shall absent himself/herself from the meeting room for the duration of the discussion concerning his/her application/nomination. His/her absence shall be noted in the minutes of the meeting.

Procedures for Recruiting and Nominating Trustees

- The staff board liaison sends out information to organizations in the NLACRC area during the annual recruitment period to solicit new board members. An information packet is sent to each prospective board applicant.

- The staff board liaison tracks and follows-up on applications sent to prospective board members. This includes contacting the prospective board member to ascertain if assistance is needed to complete the application or if there is a desire to speak with a current board member. The staff board liaison will submit all completed applications to the committee, arrange required interviews with the committee and executive director, as well as record any action on the application the committee takes.

- The Nominating Committee should consider the various positions to be filled if there are any one-year or two-year positions vacant in addition to the three-year positions. In nominating new board members, the committee shall give due consideration to the need for continuity of the board, both in the short term and the long term; however, nothing in the section should be construed to mandate that three-year positions cannot be filled by an individual not eligible to serve the full three years.

- The committee is to present the names of nominees to the board with a brief statement regarding each individual nominated, including characteristics important for complying with board composition. The board will be informed of applicants who were interviewed but not nominated. Formal nomination may take place at regular board meetings.

- Nominations may also be made from the floor. Nominations from the floor may only be of individuals who have submitted an application to serve on the board and shall be in writing (signed by four members of the board in addition to the person making the nomination), with the consent of the person being nominated.

- In the event of a nomination from the floor, the Nominating Committee shall meet and interview any individuals so nominated who have not previously been interviewed. The Nominating Committee shall provide a report to the board at the next meeting.

- The Board of Trustees elects new members at the meeting subsequent to the meeting at which nominations are made with a ballot prepared by the Nominating Committee. If there have been no nominations from the floor for board members, and nominees to be voted on do not exceed vacancies, voting shall be by voice vote. If nominations have been made from the floor, voting shall be by secret ballot. Board member candidates receiving the most votes will be seated regardless of how this would affect the composition of the board as a whole. The board secretary and staff board liaison shall tally the ballots. They will present the results to the board president.

- Letters advising of election to the board are sent to the newly elected members within five working days following the meeting; a copy of the Conflict of Interest Statement and a Board Responsibility/Commitment Statement are sent with the letter. The staff board liaison prepares an electronic file for each of the newly-elected members of the board that is to be maintained and kept by the center.

- Letters advising persons that were not elected are sent to the other applicants within five working days following the meeting.

Nominations of Board members to a Second Term of Office

At the November meeting of the Board of Trustees, each member of the board whose term of office expires in June of the next year and who is eligible to serve another term, will be given the Application to Serve an Additional Term with a cover letter. The application must be signed and returned to the Nominating Committee by December 15th.

For any such members who are absent from the November meeting, the staff board liaison is to send the Application to Serve an Additional Term to each person within two days following the November board meeting. Those individuals indicating an interest in serving an additional term on the board will be considered by the Nominating Committee based upon their activity on the board during their previous term of office.

Nomination of Officers

The Nominating Committee is responsible for presenting a slate to the Board of Trustees at its meeting in May for the following offices: 1) president; 2) vice president; 3) secretary; 4) treasurer; 5) ARCA delegate. The election takes place at the June meeting and the officers are seated on July 1st.

If there have been no nominations from the floor for officers and the nominees to be voted on do not exceed vacancies, voting shall be by voice vote. If nominations have been made from the floor, voting shall be by secret ballot. Candidates receiving the most votes will be elected. The staff board liaison and board secretary shall tally the ballots and present the results to the board president. The Nominating Committee must consider many factors in developing the slate. Among the criteria to be considered are active committee and board participation and any special expertise of individuals.

Should a vacancy for an office occur during the year, the Nominating Committee is responsible for presenting candidates(s) for the office at the following board meeting. Additional nominations may be made from the floor. The election takes place at the same board meeting and the officer is seated immediately.

The Nominating Committee will present a separate slate to the Board of Trustees at its meeting in May for up to three additional members of the Executive Finance Committee. The election takes place at the June meeting.

[guidepro.nom] Adopted 03.04.2026

NLACRC Nominating Committee PLANNING CALENDAR: KEY DATES & ACTIVITIES FY 2026-27	
Month	**Activity**
July	(The committee does not meet in July.)
August	Orientation for new Committee. Committee reviews their Guidelines & Procedures, Bylaws Statement, Action Log for previous fiscal year and Officers Policy. Review committee actions that were taken during the previous fiscal year. Review any recommendations made by the previous Nominating Committee. Elect Committee Chair Sign confidentiality statements. Committee is provided with copies of their approved critical calendar for the new fiscal year. Review of September activities.
September	Review and make any needed changes to Board recruitment notices to be emailed out in October. Conduct an educational session for potential board applicants (optional) Staff activity: Board members with expiring terms are sent renewal notices to indicate interest in serving another term (responses due by December 15th). ✓ Staff activity: Email out recruitment notices.
October	(The committee does not meet in October.)
November	(The committee does not meet in November.)

[Updated 04/01/2026, Approved 04/01/2026]

NLACRC Nominating Committee PLANNING CALENDAR: KEY DATES & ACTIVITIES FY 2026-27	
Month	**Activity**
December	(The committee does not meet in December.) The deadline for submitting applications and renewals for the Board is December 15th.
January	Executive Staff member provides training on how to interview applicants. Copies of the interview questions and applicant rating sheets are provided to the committee. The committee will review board member applications with special focus on identifying any possible conflicts of interest or any DDS board composition requirements. If the number of applicants is high, consider scheduling group orientations later this month as needed. Review applications received and determine who to interview. Identify interview dates and times in February and March. <u>At the Board Meeting</u>: Discussion to be held about board officers for next fiscal year. Recommendations for officers are made and interest for serving as an officer is solicited.
February	Conduct interviews with Board applicants. Begin discussion about slate of officers for next fiscal year. Deadline for Executive Finance Committee Candidates Statements.
March	Discuss slate of officers for next fiscal year and Nominating Committee chair will ensure all potential officers' willingness to serve.
April	Wrap up committee business. Make recommendations for next year's committee.

[Updated 04/01/2026, Approved 04/01/2026]

NLACRC Nominating Committee PLANNING CALENDAR: KEY DATES & ACTIVITIES FY 2026-27	
Month	**Activity**
	Finalize recommended slate of officers, Executive Finance Committee members, nominees and re-nominees for next fiscal year and present them at the Executive Finance Committee's April meeting. Review and approve draft planning calendar for next fiscal year.
May	(The committee does not meet in May.) <u>At the May Board meeting</u>: The recommended slate of officers, nominees for Board, and Executive Finance Committee members are presented.
June	(The committee does not meet in June.) <u>At the June Board meeting</u>: The slate of officers, Executive Finance Committee members, and nominees for Board are elected.

[Updated 04/01/2026, Approved 04/01/2026]

North Los Angeles County Regional Center
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Nominating Committee Meeting Schedule

FY 2026-27

~ No meeting in July 2026 ~

Wednesday, August 5, 2026
(Orientation meeting)
5:30 p.m.

Wednesday, September 2, 2026
5:30 p.m.

~ No meeting in October 2026 ~

~ No meeting in November 2026 ~

~ No meeting in December 2026 ~

Wednesday, January 6, 2027
5:30 p.m.

Wednesday, February 3, 2027
5:30 p.m.

Wednesday, March 3, 2027
5:30 p.m.

Wednesday, April 7, 2027
5:30 p.m.

~ No meeting in May 2027 and June 2027 ~

Supporting people with developmental disabilities in the San Fernando, Santa Clarita, and Antelope Valleys since 1974.

Updated: 07/29/2026

* Board	NLACRC Board of Trustees FY 2026-27		Date Elected	Current Term	Current Term	Upcoming	7 Years	# of Years	Upcoming
Members	Last Name	First name		Start	End	Renewal	End	Served	Renewals
1	Abrahms	Nicholas	1/15/2020	7/1/2026	1/15/2027		1/15/2027	6	
2	Alvarado	George	9/1/2022	6/30/2024	6/30/2025	6/30/2027	6/30/2029	3	6/30/2029
3	Blin	Cathy	7/1/2021	7/1/2025	6/30/2028		6/30/2028	4	
4	Brunjes	Sharmila	6/30/2022	7/1/2025	6/30/2028	6/30/2028	6/30/2029	3	6/30/2028
5	Campos	Sonia	6/10/2026	7/1/2026	6/30/2027	6/30/2027	6/30/2033	0	6/30/2027
6	Colton	Jacquie	2/12/2025	7/1/2026	6/30/2026	6/30/2029	2/12/2032	1	6/30/2029
7	Dosanjh	Kulwant	6/10/2026	7/1/2026	6/30/2027	6/30/2027	6/30/2033		6/30/2027
8	Garcia	Leticia	1/15/2020	7/1/2026	1/15/2027		1/15/2027	6	
9	Hernandez	Juan	9/13/2023	7/1/2024	6/30/2027	6/30/2027	9/13/2030	2	6/30/2027
10	Hurst	Anna	6/30/2023	7/1/2025	6/30/2028	6/30/2028	6/30/2030	2	6/30/2028
11	Koster	Jennifer	9/13/2023	7/1/2025	6/30/2028	6/30/2028	9/13/2030	2	6/30/2028
12	Monge	Laura	6/30/2024	7/1/2025	6/30/2028	6/30/2028	6/30/2031	1	6/30/2028
13	Segalovitch	Tal	6/10/2026	7/1/2026	6/30/2027	6/30/2027	N/A	0	6/30/2027
14	Sunderland	Jeremy	2/12/2025	7/1/2026	6/30/2026	6/30/2029	2/12/2032	1	6/30/2029
15	Trivedi	Puja	6/10/2026	7/1/2026	6/30/2027	6/30/2027	6/30/2033	0	6/30/2027
16	Taketa	Jason	2/12/2025	7/1/2026	6/30/2026	6/30/2029	2/12/2032	1	6/30/2029
17	Wang	Curtis	6/30/2023	7/1/2026	6/30/2029	6/30/2029	6/30/2030	2	6/30/2029

*** The authorized numbers of Trustees shall be not less than fourteen (14) or more than twenty-two (22).**

Board Members 2026-2027			Experience									
#	Last Name	First Name	Legal	Mgmt	Board Govern.	Financial	Public Relations	Dev. Disability Programs	Status	Client	Parent	Other
1	Abrahms	Nicholas			X		X		Client	X		
2	Alvarado	George			X			X	Client	X		
3	Blin	Cathy		X	X	X	X	X	Relative/Community Representative			X
4	Brunjes	Sharmila		X			X	X	Parent		X	
5	Colton	Jacquie		X	X				Parent		X	
6	Garcia	Lety		X	X	X	X	X	Parent		X	
7	Hernandez	Juan		X	X	X	X	X	Client	X		
8	Hurst	Anna		X	X	X	X		Parent		X	
9	Segalovitch	Tal		X				X	Vendor Rep			
10	Koster	Jennifer			X			X	Client	X		
11	Monge	Laura		X		X		X	Parent		X	
12	Sunderland	Jeremy	X		X			X	Parent		X	
13	Taketa	Jason	X		X				Parent		X	
14	Wang	Curtis			X				Client	X		
15	Campos	Sonia		X	X	X	X	X	Parent		X	
16	Dosanjh	Kulwant		X	X	X			Parent		X	
17	Trivedi	Puja		X	X	X	X	X	Parent		X	
			12%	65%	82%	47%	47%	65%		29%	59%	6%

Consumer Status				Developmental Disabilities									
Lives at Home	**Live in Community**	**Lives in Developmental Ctr.**	**Other**	**Autism**	**Epilepsy**	**Intellectual Disability**	**Cerebral Palsy**	**Down Syndrome**	**5th Category**	**Other**	**Other Specify**	**Former Board Member**	**Conflict of Interest**
						X							
X						X				X			
	X			X		X	X	X					
X				X						X	Genetic Disorder		
X					X	X	X			X	Auto-Immune Disease		
X				X									
							X						
X						X				X	Medically Complex and rare genetic syndrome		
				X									
X				X		X							
	X			X								X	
X				X									
X						X							
	X									X	Rare genetic inflammatory disorder		
	X			X	X	X	X	X					
47%	24%			47%	12%	47%	24%	12%		29%	24%	6%	

Demographics				
Residential Geography	Member of Other Organization	Ethnicity Hispanic/ Not Hispanic	Ethnicity	Works for NLACRC Vendor?
SFV		NH	W	No
SFV		H	W	No
SFV	X	NH	W	No
SFV	X	NH	O	No
AV	X	NH	B	No
SFV		H	O	No
SFV	X	H	W	No
SCV	X	NH	W	No
SFV	X	NH	W	Yes
SFV	X	NH	W	No
AV	X	H	W	No
SFV	X	NH	W	No
SFV	X	NH	W/A	No
SFV		NH	A	No
SFV	X	H	W	No
SFV	X	NH	A	No
SFV	X	NH	A	No
SFV: 79% AV: 14% SCV: 7%	76%	H: 29% NH: 71%	A: 7% B: 7% W: 64% Other: 14% Two or more: 7%	

Board Composition

Region	Actual Board Members	14	15	16	17	Percentage
SFV	13	8	9	9	10	59.14%
SCV	1	2	2	2	2	11.11%
AV	3	3	3	4	4	23.91%
		1	1	1	1	5.84% (other)
Total	**17**					

Board Member Representation		14	15	16	17	Percentage
Consumers	5	4	4	4	5	25%
Parent/Legal Guardian	10					
Other	1					
Vendor Representative	1					
Individual Served and Parent/Legal Guardian Combined	16	7	7	8	8	50%

Diagnosis	
I/D	8
Autism	4
Epilepsy	3
CP	8
5th Category	3
Total	**22**

Race

Total Number of Members	Current Actual 17	14	15	16	17	Percent
American Indian/Alaskan Native	0	0	0	0	0	1%
Asian	3	1	2	2	2	10%
Black/African American	1	1	1	1	1	6%
Pacific Islander	0					0%
White	11	7	8	8	9	39%
Other	2	2	3	3	3	21.80%
Two or more races	1	3	3	3	4	20.90%

Ethnicity

Total Number of Members	Current Actual 17	14	15	16	17	Percent
Hispanic/Latino	5	6	7	7	7	44%
Non-Hispanic/Latino	10	8	8	9	10	55%

North Los Angeles County Regional Center
Nominating Committee

FY 2025-26 Action Log

Meeting Date	Subject	Action Text
08/06/25	**Item IV.A** Approval of Agenda	**Started at 5:51 pm.** **M/S/C** (Alex Kopilevich/Juan Hernandez) To approve the agenda as presented.
	Item IV.A Approval of May 7, 2025 Meeting Minutes	**M/S/C** (Alex Kopilevich/Juan Hernandez) To approve the minutes as presented.
	Item V.A Review and Approve Proposed Changes to Critical Calendar	**M/S/C** (Lety Garcia/Juan Hernandez) To approve the Nominating Committee meet in September. **M/S/C** (Sharmila Brunjes/Alex Kopilevich) To set the September meeting date to Wednesday, September 17, 2025 at 5:30 p.m. **M/S/C** (Alex Kopilevich/Lety Garcia) To approve the critical calendar with the proposed changes. Action: Board Support to update and include the proposed changes to the Critical Calendar.
	Item V. B. Review and Approve Meeting Schedule for FY 2025-2026	**M/S/C** (Lety Garcia/Sharmila Brunjes) To approve the meeting schedule with the change to include a meeting on September 17, 2025 at 5:30 p.m. Action: Board Support to update the Nominating Committee meeting schedule and update the online meeting links Action: Board Support will make the updates to the meeting schedule.

Meeting Date	Subject	Action Text
	Item VI. A. Orientation	Action: The Committee will vote to elect a chair at the next meeting.
	Item VI. C. Review Members Terms	Action: Lindsay Granger will locate renewal letters, verify language sent to new trustees, and 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.
	Item VI. D. Update on Board Recruitment and Marketing Effective September	Action: The Committee will review the Board composition again at the next meeting.
		Adjourn 7:21 pm
08/20/25 **Special Meeting**	**Item III. A.** Approval of Agenda	**Started at 4:35 pm.**

Meeting Date	Subject	Action Text
		M/S/C (Sharmila Brunjes/Lety Garcia) To approve the agenda as presented.
	Item IV. A. Approval of Renewal of Board Membership for Cathy Blin for a Three-Year Term Beginning July 1, 2025 and Ending June 30, 2028	**M/S/C** (Lety Garcia/Curtis Wang) To approve the renewal Cathy Blin's board membership for a three-year term beginning July 1, 2025 and ending June 30, 2028. <u>Action</u>: Board Support will send a letter confirming renewal to Cathy Blin.
	Item IV. B. Approval of Renewal of Board Membership for Sharmila Brunjes for a Three-Year Term Beginning July 1, 2025 and Ending June 30, 2028	**M/S/C** (Lety Garcia/Alex Kopilevich) To approve the renewal Sharmila Brunjes' board membership for a three-year term beginning July 1, 2025 and ending June 30, 2028. <u>Action</u>: Board Support will send a letter confirming renewal to Sharmila Brunjes.
	Item IV. C. Approval of Renewal of Board Membership for Anna Hurst for a Three-Year Term Beginning July 1, 2025 and Ending June 30, 2028	**M/S/C** (Lety Garcia/Sharmila Brunjes) To approve the renewal Anna Hurst's board membership for a three-year term beginning July 1, 2025 and ending June 30, 2028. <u>Action</u>: Board Support will send a letter confirming renewal to Anna Hurst.
	Item IV. D. Approval of Renewal of Board Membership for Alex Kopilevich for a One-Year	**M/S/C** (Lety Garcia/Sharmila Brunjes) To approve the renewal Alex Kopilevich's board membership for a one-year term beginning July 1, 2025 and ending June 30, 2026.

Meeting Date	Subject	Action Text
	Term Beginning July 1, 2025 and Ending June 30, 2026	Action: Board Support will send a letter confirming renewal to Alex Kopilevich.
	Item IV. E. Approval of Renewal of Board Membership for Jennifer Koster for a Three-Year Term Beginning July 1, 2025 and Ending June 30, 2028	**M/S/C** (Lety Garcia/Sharmila Brunjes) To approve the renewal Jennifer Koster's board membership for a three-year term beginning July 1, 2025 and ending June 30, 2028. Action: Board Support will send a letter confirming renewal to Jennifer Koster.
	Item IV. E. Approval of Renewal of Board Membership for Laura Monge for a Three-Year Term Beginning July 1, 2025 and Ending June 30, 2028	**M/S/C** (Lety Garcia/Sharmila Brunjes) To approve the renewal Laura Monge's board membership for a three-year term beginning July 1, 2025 and ending June 30, 2028. Action: Board Support will send a letter confirming renewal to Laura Monge.
		Adjourn 4:48 p.m.
09/17/25	**Item II.** Approval of Agenda	**Started at 5:34 pm.** **M/S/C** (Lety Garcia/Alex Kopilevich) To approve the agenda.
	Item IV. A. Approval of August 6, 2025 Meeting Minutes	Action: Board Support to add additional information to include the committee chair discussion during the August 6, 2025 meeting. **M/S/C** (Alex Kopilevich/Lety Garcia) To approve the minutes of the August

Meeting Date	Subject	Action Text
		6, 2025, meeting with the additional information on the Committee Chair discussion included.
	Item IV. B. Approval of August 20, 2025 Special Meeting Minutes	**M/S/C** (Sharmila Brunjes/Alex Kopilevich) To approve the minutes of the August 20, 2025, meeting.
	Item V. A. Review 5 Applicants for Board of Trustees	**M/S/C** (Sharmila Brunjes/Lety Garcia) to expand to 18 members via the standard annual calendar with onboarding in June (no accelerated mid-year additions). **M/S/C** (Sharmila Brunjes/Lety Garcia) to set meeting DDS composition requirements as a formal goal of the Nominating Committee's work this cycle. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to not move forward with Applicant 1. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to not move forward with Applicant 2 to the Board, but to refer this applicant to the VAC. **M/S/C** (Lety Garcia/Juan Hernandez) to not move forward with Applicant 3. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to move forward with Applicant 4 to an interview. **M/S/C** (Lety Garcia/Alex Kopilevich) to move forward with Applicant 5 to interview.

Meeting Date	Subject	Action Text
		Action: Board Support will schedule interviews for Applicants #4 and #5, notify Applicant #2 of the VAC referral and provide instructions to apply, and send courteous declinations to Applicants #1 and #3. The committee will continue recruitment toward 18 members with selections prioritized to fulfill DDS composition requirements (two Latino members and one additional seat) and maintain attendance/engagement expectations. Action: The committee will continue recruitment with the goal of reaching 18 total members, prioritizing DDS composition compliance by filling two Latino positions and one additional "other" category seat. Attendance expectations and regional representation balance will remain key criteria in future applicant evaluations.
	Item V. B. Approval to Update Nominating Committee Policies and Procedures	**M/S/C** (Lety Garcia/Sharmila Brunjes) to table the discussion on the policies and procedures until the next Nominating Committee meeting. Vote: Abstain: 1 (Juan Hernandez) Yes: 3 (Lety Garcia, Alex Kopilevich, and Curtis Wang) No: 1 (Sharmila Brunjes) Motion passed. Action: This item will be added to the next meeting agenda to be voted on.
	Item VI. B. Review Board Members' Terms	**M/S/C** (Lety Garcia/Sharmila Brunjes) or NLACRC to follow the practice of concluding board member terms in the month of their original appointment. Action: Lindsay Granger will distribute the updated term tracker with corrected term end dates.

Meeting Date	Subject	Action Text
		<u>Action</u>: The approved anniversary-based term completion practice will be documented in the Nominating Committee Procedures and Guidelines for consistency in future term management.
	Item VI. C. Board Composition and Corrective Action Plan (Update)	**M/S/C** (Lety Garcia/Sharmila Brunjes) To approved anniversary-based term completion practice will be documented in the Nominating Committee Procedures and Guidelines for consistency in future term management; and effective immediately, add targeted language about current needs (e.g., "seeking two Latino members and one other") wherever feasible in new or easily editable channels (newsletter, email blasts, web), while remaining open to all applicants. Vote: Yes: 3 (Curtis Wang, Lety Garcia, Sharmila Brunjes) No: 2 (Juan Hernandez and Alex Kopilevich) Motion passed. <u>Action</u>: Staff to continue the existing campaign unchanged, and add targeted language in new/editable outreach immediately. <u>Action</u>: The committee's action will be forwarded to the full Board as a recommendation (to be placed under Action Items) for discussion and confirmation, with Curtis Wang and Lety Garcia prepared to present. <u>Action</u>: Lindsay Granger to send committee members a recap of discussion on the targeted marketing plan.

Meeting Date	Subject	Action Text
		Adjourn 7:05 pm
01/07/26	**Item II.** Approval of Agenda	**Started at 5:33 pm.** **M/S/C** (Lety Garcia/Alex Kopilevich) To approve the agenda.
	Item IV. A. Approval of September 17, 2025 Meeting Minutes	**M/S/C** (Lety Garcia/Alex Kopilevich) To approve the minutes of the September 17, 2025, meeting.
	Item V. A. Vote on Committee Co-Chairs	**M/S/C** (Alex Kopilevich/Juan Hernandez) To approve Lety Garcia as Co-Chair of the Nominating Committee with Curtis Wang. <u>Action</u>: Board Support will update the committee list to reflect Lety Garcia as the new co-chair.
	Item V. B. Review New Applicant for Board of Trustees	**M/S/C** (Alex Kopilevich/Juan Hernandez) to move forward with an interview for Applicant 6. <u>Action</u>: Board Support will schedule an interview for Applicant #6 with the Nominating Committee. <u>Action</u>: Board Support will reach out to clarify information on the applicant's background and time commitment for the Board of Trustees.
	Item V. C. Review Interviews for Applicants for Board of Trustees	**M/S/C** (Lety Garcia/Juan Hernandez) to move Applicant #4 and Applicant #5 to the full Board. The vote was tied 2-2 and 1 abstention. Motion failed. Vote: Yes: 2 (Lety Garcia and Curtis Wang) No: 2 (Sharmila Brunjes and Alex Kopilevich)

Meeting Date	Subject	Action Text
		Abstain: 1 (Juan Hernandez) **M/S/C** (Sharmila Brunjes/Alex Kopilevich) to continue considering Applicant #4 and Applicant #5 alongside the larger applicant pool expected for review in February and March.
	Item VI. C. Review DDS Board Composition	Action: Lindsay Granger will update the board composition worksheet and provide it to the committee. The updated format will provide predictive percentage breakdowns by region based on consumer distribution. Adjourned at 6:49 p.m.
02/04/2026	**Item II.** Approval of Agenda	**Started at 5:33 pm.** **M/S/C** (Lety Garcia/Alex Kopilevich) To approve the agenda.
	Item IV. A. Approval of January 7, 2026 Meeting Minutes	**M/S/C** (Sharmila Brunjes/Alex Kopilevich) To approve the minutes of the January 7, 2026, meeting.
	Item V. A. Review and Discuss Updated Nominating Committee Procedures and Guidelines	No motions were made. Action: Lindsay Granger will present another red-lined draft of the Nominating Committee Guidelines and Procedures to present for review and approval at the March meeting. Action: Lindsay Granger will add this to the March Nominating Committee agenda.

Meeting Date	Subject	Action Text
	Item V. B. Review New Applicant(s) for Board of Trustees	**M/S/C** (Sharmila Brunjes/Juan Hernandez) to save Applicant 7 for future consideration. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to not move forward with Applicant 8 to the Board, but to refer this applicant to the VAC. **M/S/C** (Sharmila Brunjes/Alex Kopilevich) to move Applicant 9 forward for interview. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to close Applicant 10 and not move forward. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to move Applicant 11 forward for interview. **M/S/C** (Sharmila Brunjes/Lety Garcia) to move Applicant 12 forward for interview. **M/S/C** (Lety Garcia/Alex Kopilevich) to move Applicant 13 to the Vendor Advisory Committee.
	Item V. C. Review Board of Trustees Applicant Interviews	**M/S/C** (Sharmila Brunjes/Juan Hernandez) to table decisions on the previously interviewed applicants until all remaining interviews are conducted. <u>Action</u>: to add to the March agenda an action item – to close phase 1 of board applications.

Meeting Date	Subject	Action Text
	Item VI. A. Update on Board Recruitment Marketing Plan	Action: Chris Whitlock will report out at the next Nominating Committee meeting with an update on the Board Marketing Plan.
	Item VI. B. Review Board Members' Terms and Upcoming Renewals	Action: Lindsay Granger will update Board Members Terms Tracker before the next Nominating Committee meeting. Action: Membership renewals will be added to the March Nominating Committee agenda to be voted on at the next meeting. Adjourned at 7:07 p.m.
03/04/2026	**Item II.** Approval of Agenda	**Started at 5:34 pm.** **M/S/C** (Sharmila Brunjes/Alex Kopilevich) To approve the agenda.
	Item IV. A. Approval of February 4, 2026 Meeting Minutes	**M/S/C** (Sharmila Brunjes/Alex Kopilevich) To approve the minutes of the February 4, 2026, meeting.
	Item V. A. Review and Approve Updated Nominating Committee Guidelines and Procedures	**M/S/C** (Sharmila Brunjes/Juan Hernandez) To approve the updated Nominating Committee guidelines and procedures as amended. Action: Lindsay Granger will change "board liaison" to "staff board liaison" in the document before marking it as the approved draft.

Meeting Date	Subject	Action Text
		Action: Lindsay Granger will add this to the March Nominating Committee agenda.
	Item V. 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.
	Item V. 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.
	Item V. D. Approval of Renewal of Board Membership for Jacquie Colton for a Three-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.
	Item V. E. Approval of Renewal of Board Membership for Jeremy Sunderland for a Three-Year Term Beginning July 1, 2026 and Ending June	**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.

Meeting Date	Subject	Action Text
	30, 2029	
	Item V. F. Approval of Renewal of Board Membership for Jason Taketa for a Three-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.
	Item V. G. Approval of Renewal of Board Membership for Curtis Wang for a Three-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.
	Item V. H. Review Board of Trustees Applicant Interviews	**M/S/C** (Juan Hernandez/Sharmila Brunjes) to not move forward with Applicant 4 to the full board. **M/S/C** (Juan Hernandez/Sharmila Brunjes) to keep Applicant 5 on file for possible future consideration. Alex Kopilevich opposed. **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 **M/S/C** (Juan Hernandez/ Alex Kopilevich) to not move Applicant 9 to the full board.

Meeting Date	Subject	Action Text
		Action: Board Support will reach out to the applicant and ask that they please apply to the VAC once they are vendored. **M/S/C** (Sharmila Brunjes/ Alex Kopilevich) to move Applicant 11 to the full board. Lety Garcia and Juan Hernandez opposed. 3-2 in favor. **M/S/C** (Sharmila Brunjes/Juan Hernandez) to move Applicant 12 to the full board. Motion carried. Alex Kopilevich abstains.
	Item V. I. Approval to Close the Board Application Period for FY 2025-26	**M/S/C** (Sharmila Brunjes/Juan Hernandez) to close the application period for FY 2025-26.
	Item VI. D. Discuss Applicant Rating Sheets	Action: Lindsay Granger and Evelyn McOmie will collaborate to revise and streamline the applicant rating sheet and align it with the Board Recruitment Plan.
	Item VI. E. Update on Board Recruitment Plan Policy	**M/S/C** (Sharmila Brunjes/Alex Kopilevich) to approve and forward the DDS-approved Board Recruitment Plan Policy to the Board for approval. Lety Garcia abstained.
	Item VII. Review of Meeting Action Items	Action: Lindsay Granger will provide a Board composition tracking sheet to be presented at the April 1 meeting to support future recruitment planning. Action: Lindsay Granger will also send out the Board officer interest form with a deadline of March 23, followed by a separate Executive Finance Committee

Meeting Date	Subject	Action Text
		interest form on March 30. <u>Action</u>: Lindsay Granger will reach out to all applicants with a follow-up regarding their application status. Adjourned at 7:22 p.m.
04/01/2026	**Item II.** Approval of Agenda	**Started at 5:38 pm.** **M/S/C** (Juan Hernandez/Lety Garcia) To approve the agenda.
	Item IV. A. Approval of March 4, 2026 Meeting Minutes	**M/S/C** (Lety Garcia/Juan Hernandez) To approve the minutes of the March 4, 2026, meeting.
	Item V. A. Review and Approve FY 2026-27 Nominating Committee Critical Calendar	**M/S/C** (Lety Garcia/Alex Kopilevich) to approve the FY 2026-2027 Critical Calendar with the discussed revisions. <u>Action</u>: Lindsay Granger will make those revisions to the calendar.
	Item V. B. Approve Slate of Officers for FY 2026-27	**M/S/C** (Alex Kopilevich/Lety Garcia) to approve the proposed slate of officers for FY 2026-2027, including Jennifer Koster as the nominee for ARCA Delegate to present to the full Board of Trustees.
	Item V. C. Approve Slate of Additional Executive Finance	**M/S/C** (Lety Garcia/Alex Kopilevich) to approve the proposed FY 2026-2027 slate of additional Executive Finance Committee members.

Meeting Date	**Subject**	**Action Text**
	Committee Members	
	Item VI. Review of Meeting Action Items and Board Agenda Items	<u>Action</u>: Staff would continue to review the Bylaws to determine whether any provisions regarding nominations from the floor apply to Vendor Advisory Committee members. Adjourned at 6:25 p.m.

Nominating Committee Attendance FY 2026-2027

FY 2026-27 Nominating Committee	Jul-26 Dark	Aug-26	Sep-26	Oct-26 Dark	Nov-26 Dark	Dec-26 Dark	Jan-27	Feb-27	Mar-27	Apr-27	May-27 Dark	Jun-27 Dark	Total Absences	Total Hours
Curtis Wang, Co-Chair														
Sharmila Brunjes														
Lety Garcia, Co-Chair														
Juan Hernandez														
Meeting Time														0.00

P = Present   Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)