

Alta California Regional Center
Board Development Committee Meeting
Wednesday, January 7, 2015
Minutes

Present:

Brendan Peacock, Chair
Jacqueline Armstrong
Janet Brandon
Modean Gibson
Romilda Jones
Dan Lake
Amy Lampe
Kristin Wright

Facilitators:

Monique Avers
Cheryl DeForest

Absent: (* excused)

Edward T. Lewis
Rosa Meza-Villaseñor

Staff:

Phil Bonnet, Executive Director
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Wednesday, January 7, 2015, at 4:05 p.m. in Cricket's Conference Room at Alta California Regional Center to:

- 1) Review Panel Interview Questions;
- 2) Discuss Community Comments Plan;
- 3) Review Demographic Grid & Determine Areas of Need;
- 4) Monitor Board Member Attendance; and
- 5) Announcements.

All present provided self-introductions.

Without objection, Brendan Peacock made the motion to adopt the Board Development Committee meeting minutes of November 5, 2014 as submitted.

1. ***Review Panel Interview Questions***

Issue: Committee needs to review the revised panel interview questions.

Discussion and Action: Mr. Peacock shared that there are a few additions that will be added to the panel interview questions.

- **Committee will review the revised panel interview questions at the next meeting.**

2. ***Discuss Community Comments Plan***

Issue: Committee needs to discuss the draft community comments plan.

Discussion and Action: Mr. Peacock reviewed the "Process for Public Input at Board Meetings" and the "Public Input Roster" with those present; copies were distributed to committee members.

Ms. Wright shared that most times the public would have an opportunity to comment on any agenda item prior to a Board taking action on it. Typically, the Chair calls for public comment.

Mr. Peacock would prefer to move forward with the process as previously stated.

Ms. Wright would like to suggest that this process be expanded to include comments immediately before a vote. She believes it is also noted in Robert's Rules of Order.

- **Committee recommends that community comments remain at the beginning of each Board meeting. The Chair will call for any final public comments prior to a vote on an action item.**

3. ***Review Demographic Grid & Determine Areas of Need***

Issue: Committee needs to determine the Board's areas of need.

Discussion and Action: The current "DDS Demographic Grid Summary" was distributed for review.

Mr. Bonnet shared that the Department of Developmental Services (DDS) sent a letter regarding ACRC's 2014 Board Composition Survey that was submitted to the department on August 6, 2014. He read aloud the letter to those present.

Ms. Gibson believes that this letter reinforces the need for this committee to make sure ACRC's Board represents the demographic region that we serve.

- **A response letter will be drafted and sent to DDS.**

4. ***Monitor Board Member Attendance***

Issue: Committee needs to monitor Board member attendance.

Discussion and Action: The updated Board and committee attendance grids were distributed for review.

Mr. Peacock noted that last year this committee put a renewed focus on attendance and it is reflected in these attendance grids.

- **Information only.**

5. ***Announcements***

- Ms. Lampe will be taking a trip to Reno to help celebrate her friend's 21st birthday!
- Ms. Armstrong, with the assistance of her family, will be taking some trips periodically throughout the year. She is working up to international travel.
- Ms. Wright will be changing jobs in two weeks. She will be the Special Education Consultant for the State Board.

- Mr. Bonnet shared that Mr. Lake and a friend put together several bikes and filled his office during the Christmas holiday. The new bikes went to wonderful ACRC families and were truly appreciated!
6. ***Closed Session*** – At 4:50 p.m. the Board Development Committee adjourned to closed session in order to discuss the Board panel interview.
7. ***Announcement of Closed Meeting Discussion*** – At 5:33 p.m. the Board Development Committee reconvened in open session following a closed session where the committee discussed the Board panel interview.
- **The Board application/interview process will be discussed as an agenda item during the open session of the February meeting.**

The next Board Development Committee meeting is scheduled for **Wednesday, February 4, 2015**, from 4 to 5 p.m. The meeting adjourned at 5:33 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet