

Alta California Regional Center
Board Development Committee Meeting
Wednesday, February 4, 2015
Minutes

Present:

Brendan Peacock, Chair
Jacqueline Armstrong
Janet Brandon
Romilda Jones
Amy Lampe
Edward T. Lewis
Rosa Meza-Villaseñor

Visitors:

Monique Avers

Absent: (* excused)

Modean Gibson*
Dan Lake*
Kristin Wright

Facilitators:

Cheryl DeForest

Staff:

Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Wednesday, February 4, 2015, at 4:02 p.m. in Cricket's Conference Room at Alta California Regional Center to:
1) Review Demographic Grid & Determine Areas of Need; 2) Monitor Board Member Attendance; 3) Pledge & Code of Conduct Review; and
4) Announcements. All present provided self-introductions.

Without objection, Brendan Peacock made the motion to adopt the Board Development Committee meeting minutes of January 7, 2015 as submitted.

1. ***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.

This form has not changed since the last meeting. Those in attendance noted that the subject of "Legal" is now reflected correctly on this document; Dan Lake has legal experience.

- **Information only.**

2. ***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 three Board members were absent from the January Board meeting. It also appears that Mr. Sanchez is making an effort to attend meetings by phone.

- **Information only.**

3. ***Pledge & Code of Conduct Review***

Issue: Committee needs to review the Board member pledge and Code of Conduct Policy.

Discussion and Action: Copies of the "Board Member Pledge" and "Board Member Code of Conduct" Policy were distributed for review.

The committee read aloud this policy. Mr. Peacock shared that all Board members are here for the good of the clients and the agency.

Mr. Lewis suggested placing this policy in Board packets for every Board meeting, so that Board members can reference it at any time. Committee members are in agreement.

- **The "Board Member Code of Conduct" Policy will be part of the packet at the monthly Board meetings.**

4. ***Announcements***

- Mr. Peacock reminded everyone that the Board is starting a new process in which Officers are nominated. The Board President will be assigning a Nominating Committee, who will draft a slate of Officers for the upcoming fiscal year (FY). This slate will be brought to this committee for review/revision, and then move to the Executive Committee for approval. The slate will then be mailed to Board members with the May Board packet.
 - This process is documented in the agency's current bylaws, which are posted on ACRC's website.

The next Board Development Committee meeting is scheduled for **Wednesday, March 4, 2015**, from 4 to 5 p.m. The meeting adjourned at 4:21 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet