

Alta California Regional Center
Board Development Committee Meeting
Monday, January 14, 2019
Minutes

Present:

Rita Walker, Chair
Jackie Armstrong
Eric Ciampa
Romilda Jones
Dan Lake
Amy Lampe
Retha Seabron
Austin Taylor (via phone)

Board Members:

Paul Platner
Michelle Rewerts

Visitors:

Melissa Kelly

Staff:

Phil Bonnet, Executive Director
Lisa West, Executive Secretary

Facilitators:

Amy Fulk

The Board Development Committee (BDC) met on Monday, January 14, 2019, at 4:04 p.m. in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Nominating Committee Report; 2) Revisions to Board applicant interview questions and process; and 3) Training topics for March and May. All present provided self-introductions.

Without objection, Rita Walker made the motion to adopt the Board Development Committee meeting minutes of November 5, 2018 as submitted.

1. Nominating Committee Report

- This group met today to review the applications that have been received since the last meeting.
- The consensus is that they wanted to support the Board by organizing the process, so that others can follow the steps in years to come.
- The group discussed the idea of asking applicants to attend a few meetings (committees and/or Board meetings) as part of the application process.
 - Possibly make this a requirement so that the applicant can determine if they are truly interested and also find out all that is involved in being a Board member. No disagreement was made for making such a requirement.
- Currently, Ms. West receives the applications and then she forwards them to the Nominating Committee for review. A suggestion was made to formalize a letter which explains the process that can be forwarded to applicants upon receipt of their application.
 - Mr. Ciampa will draft a letter for review.
- The Nominating Committee will screen the applicants and decide who to follow-up with. They will move as fast as they are comfortable with.

- Mr. Ciampa will write-up the Nominating Committee's screening process for further review and discussion.

2. Revisions to Board applicant interview questions and process

- In November, this committee discussed possibly revising the current Board panel interview questions. Board members were asked for their input and the revised questions were distributed for review.
 - Ms. Walker shared that some questions were combined or reworded. Four new questions were added (questions #5, 12, 13 & 14).
- Those present provided feedback.
 - **The suggested revisions will be made and the committee will use these questions at the next panel interview.**

3. Training topics for March and May

- The Board Sponsored Training topic for March will be facilitation.
- The Board holds a half-day training in May. Please let Ms. Walker know if you have any suggestions for training topics – some include:
 - Succession Planning
 - Strategic Planning
 - The group will continue to discuss the May Training at the February meeting.

**Mr. Bonnet shared that ACRC will be hosting a booth at the upcoming MLK365 Diversity Expo at the Sacramento Convention Center on Monday, January 21st, from 10 a.m. to 2 p.m. Everyone is welcome to attend.*

The next Board Development Committee's meeting is scheduled for **Monday, February 11, 2019**, at 4 p.m. The meeting adjourned at 4:50 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet