

Alta California Regional Center
Board Development Committee Meeting
Monday, November 13, 2017
Minutes

Present:

Rita Walker, Chair
Jackie Armstrong
Cindy Benson
Romilda Jones
Tatiana Kuzminchuk
Dan Lake
Amy Lampe
Rosa Meza-Villaseñor (via phone)
Retha Seabron
Austin Taylor

Visitors:

Melissa Kelly
Cheryl Worthley

Absent: (* excused)

Eric Ciampa

Staff:

Phil Bonnet, Executive Director
Lisa West, Executive Secretary

Facilitators:

Amy Fulk
Larry Prosser

The Board Development Committee (BDC) met on Monday, November 13, 2017, at 4:05 p.m. in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) New Business. All present provided self-introductions.

Without objection, Rita Walker made the motion to adopt the Board Development Committee meeting minutes of October 10, 2017 as submitted.

****change in agenda was noted***

1. New Business

- Bylaw Review – Article 3; Sections 3.12 (Meetings) & 3.13 (Majority Action as Board of Directors Action)
 - Mr. Lake read the bylaws aloud.
 - Ms. Walker noted that the bylaws say that the meetings will be held in Sacramento, unless otherwise decided by the Board. As members of the BDC, if you'd like to discuss moving the location of a meeting, please ask for it to be placed on the agenda.
 - Per the bylaws, the Board is required to hold six Board meetings; we currently hold nine.
 - As we look towards recruiting new Board members, please look at what obstacles might exist.

**Rosa Meza-Villaseñor joined the meeting via phone*

- Bylaw Review Workgroup report & recommendation on the nomination process, committee and potential bylaw amendments
 - The workgroup met to discuss the Board Officer nomination process. They came up with some ideas, but haven't drafted any proposed language; they wanted to get feedback from this group.
 - There is an overarching umbrella – wanting to be transparent, simple and fair.
 - Recommend that the Nominating Subcommittee be established as soon as possible in July and that this committee be in effect throughout the FY.
 - Believe that this subcommittee should be open to all Board members, not just BDC members, and members must know what the Board expects from them.
 - Instead of the President appointing this subcommittee, its members should be voted on by the entire Board.
 - A selection process should be developed so that the Nominating Subcommittee can vet the candidates and make sure the proposed Officers have the requirements to be in those positions.
 - If two Board members are nominated for a specific position, the subcommittee could possibly move both names forward.
 - Currently, the Board President appoints the Treasurer, the Finance Committee Chair, and the ARCA and ARCA-CAC representatives. They are then ratified by the Board.
 - Suggestion was made to move these to the slate.
- **The workgroup will draft proposed language which will be brought back to the BDC in January 2018 for further discussion/ consideration.**

**Austin Taylor joined the meeting*

- Outreach & Recruitment Plan for additional Board members
 - ACRC's Board needs additional members. Mr. Bonnet and his staff will continue to reach out to families. Board members need to continue to do their part.
 - Mr. Lake noted that the Board has been the most successful when working with ACRC's Service Coordinators (SCs).
 - As we look at our Board's composition, we need to figure out what our focus should be (e.g., skills sets, county representation, etc.). When looking at the Purchase of Services

(POS) disparity data, ethnicity and the area in which clients live are factors.

- The workgroup may want to review what information is posted on ACRC's website. If someone is interested, they may want to speak with a Board member prior to filling out the six-page application.
- Mr. Bonnet offered to research ways in which the Board could put out a public service announcement (e.g., Capital Public Radio, NPR, PBS, Univision, etc.).
 - Ms. Meza-Villaseñor knows an anchor from Univision, who also works for the Woodland Unified School District. She will get information for Mr. Bonnet.
- ACRC's Client Advisory Committee (CAC) has been a starting point for our clients to become interested in the agency.
 - **The workgroup will continue to review possible options prior to the January BDC meeting.**
- Board Training
 - ACRC staff will provide information about the recent agency culture survey just prior to the Board meeting in January.

The next Board Development Committee's meeting is scheduled for **Monday, January 8, 2018**, at 4 p.m. The meeting adjourned at 4:55 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet