

Alta California Regional Center
Board Development Committee Meeting
Monday, March 12, 2018
Minutes

Present:

Rita Walker, Chair
Jackie Armstrong
Cindy Benson
Eric Ciampa
Romilda Jones (via phone)
Tatiana Kuzminchuk
Dan Lake (via phone)
Amy Lampe
Austin Taylor

Facilitators:

Amy Fulk
Larry Prosser

Absent: (* excused)

Rosa Meza-Villaseñor
Retha Seabron*

Board Members:

Michelle Rewerts

Visitors:

Melissa Kelly

Staff:

Phil Bonnet, Executive Director
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Monday, March 12, 2018, at 4:00 p.m. in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Chairperson's Report; and 2) New Business. All present provided self-introductions.

Without objection, Rita Walker made the motion to adopt the Board Development Committee meeting minutes of January 8, 2018 as submitted.

1. Chairperson's Report

- Ms. Walker shared that a few individuals have expressed interest in joining our Board. Due to conflicts of interest or the time commitment it takes, some have chosen not to pursue Board membership. We are making efforts, and have new prospects.
- At the January Board meeting, the Board approved a bylaw revision to Section 5.04., which had a few grammatical errors. Ms. Walker read the revised sentence aloud; committee members agreed to the correction.

2. New Business

- Discuss current bylaw review process and next steps
 - It is the responsibility of this committee to review the agency's bylaws annually. Originally, a workgroup reviewed the bylaws and brought suggested revisions to this committee. For several months now, we have taken sections of the bylaws and read them aloud, discussing any issues that may exist.
 - Ms. Walker would like input from committee members about the current process. Is this meeting everyone's needs? Can we make it

any more efficient? She has been selecting the sections chronologically. If anyone would like to review a particular section, please let her know.

- Comment was made that the current process creates a learning opportunity for Board members.
- No changes to the current process were requested.
- Board Training
 - Identify topic for March Board Sponsored Training
 - The Board Sponsored Trainings are optional, so it was suggested that we skip a March presentation.
 - Mr. Bonnet noted that when ACRC holds these trainings, it is appreciated if Board members make every effort to attend. The information that is shared is great. Other community resources are available, as well.
 - Discuss annual additional training in May; need, type, topics and location
 - Historically, we hold a lunch and a two-hour training prior to the May Board meeting.
 - Ms. Walker shared that the Board may choose to hold the May training/meeting in another county in ACRC's catchment area.
 - This committee will propose to the full Board that the upcoming May training/meeting be held in Woodland (Yolo County).
 - Suggested training topics include:
 - What are the challenges that individuals living in Yolo County face? How do services differ from Sacramento County?
 - Have another team building exercise.
 - Develop goals/priorities for the Board for the next year.
 - Learn about the intake process for individuals being referred to the regional center for services.
 - Supporting Board members
 - Develop a recruitment strategy for new Board members. What are we looking for?
 - Have Dr. Paul Porter give a Cultural Proficiency Training to the full Board.

M/S/C (Austin Taylor) **To relocate May's Board meeting to a location TBD in Woodland.** (9 in favor)

- Nomination process for development of slate for June elections
 - Discuss committee composition, responsibilities, and timelines for current and next year
 - Ms. Walker shared that Eric Ciampa, Tatiana Kuzminchuk and Austin Taylor volunteered to serve on the Nominating

- Committee this fiscal year (FY). Additionally, they will put together a new slate for the 2018-19 FY Nominating Committee which begins its term in July 2018.
- A new form was distributed for review. This form will be distributed at the March 22nd Board meeting so that Board members have the opportunity to give input on what committee's they would like to serve on, as well as indicate if they are interested in serving as a Board Officer for the 2018-19 FY.
 - The Nominating Committee will present a draft slate to the BDC for consideration at the May 14th meeting.
- Board Recruitment Update
 - Mr. Bonnet shared that ACRC received a letter from the Department of Developmental Services (DDS) in January 2018. It noted that the Board is not in total compliance as far as ethnicity of our membership, as well as county representation.
 - Mr. Bonnet and Mr. Lake responded to DDS' letter. Mr. Bonnet read the letter aloud.
 - This committee agreed to do additional targeted outreach to the Hispanic and Asian communities, as well as El Dorado and Yolo counties.
 - Given that the Board May's meeting will likely be held in Woodland, it was requested that ACRC staff provide names of local partners or parent groups that the Board could reach out to prior to the meeting.
 - ACRC staff are currently assisting with the Board's recruitment process. Ms. West has already sent out two Board application packets to individuals in El Dorado County.
 - The recruitment workgroup will convene a meeting prior to the May BDC meeting to discuss focused recruitment strategies and potential barriers to Board service.
 - Mr. Ciampa will ask providers to help, as well.

The next Board Development Committee's meeting is scheduled for **Monday, May 14, 2018**, at 4 p.m. The meeting adjourned at 5:01 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet