

Alta California Regional Center  
Board Development Committee Meeting  
Monday, February 11, 2019  
Minutes

**Present:**

Rita Walker, Chair  
Jackie Armstrong  
Eric Ciampa  
Romilda Jones  
Dan Lake  
Amy Lampe  
Retha Seabron

**Facilitators:**

Amy Fulk  
Cheryl Worthley

**Absent:** (\* excused)

Austin Taylor\*

**Board Members:**

Paul Platner  
Michelle Rewerts

**Visitors:**

Melissa Kelly

**Staff:**

Phil Bonnet, Executive Director  
Lisa West, Executive Secretary

The Board Development Committee (BDC) met on Monday, February 11, 2019, at 4:02 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 January 14, 2019 as submitted.**

**1. *New Business***

- Nominating Committee's recommended Board application screening process
  - As we spoke last meeting, Mr. Ciampa was to draft the process that the Nominating Committee is currently using to screen applicants. He also drafted a letter to send out upon receipt of an application.
    - Mr. Ciampa shared that this is a combination of what we have done in the past and some new recommendations that the committee had.
    - Following the review and discussion of these two draft documents, it was agreed that the letter would be revised to note that the Board is pleased to receive the application and the applicant will be contacted within 30 to 45 days.
      - Mr. Ciampa will make the suggested revisions to the letter.
- Nomination timelines, process, and seating of 2019-20 Board Officers
  - Due to the recent changes to the agency's bylaws, the Board will be voting on the slate in May. The BDC will need to present the proposed Slate of Officers to the full Board in March.

- In prior years, Board members have completed a nomination form, which was distributed to those present. Form must be returned by February 28<sup>th</sup>.
- May Training
  - This committee will continue to discuss the upcoming training at the March BDC meeting.
  - At the last meeting, succession planning and strategic planning were suggested. Ms. Walker suggested that the Board may want to further discuss facilitation in May, after the group's discussion at the March Board Sponsored Training, just prior to the Board meeting.
    - Knowing that everyone's time is important, Mr. Bonnet suggested that some Board members may not see the trainings as mandatory.
- Community engagement
  - Mr. Bonnet shared that when thinking about succession planning, he believes it's important to engage the younger generation (e.g., siblings of clients). He spoke with Mark Starford, with the Board Resource Center, who will be doing some research for him.
  - Mr. Bonnet briefly discussed the idea of developing a "Junior Board" or "Youth Advisory Committee". Additional research and discussion is needed on this concept in general, as well as purpose, structure and goals.

The next Board Development Committee's meeting is scheduled for **Monday, March 11, 2019**, at 4 p.m. The meeting adjourned at 5:04 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet