



**MEMBERSHIP COMMITTEE MEETING MINUTES  
October 28, 2014**

**Members Present**

April Lopez (chair)  
Sandra Smith  
Linda Landry

**Members Absent**

David Forderer

**Others Attending**

Mike Clark  
Aaron Carruthers  
Bob Phillips  
Thomas Johnson  
Debra Sarmiento

**1. CALL TO ORDER/ESTABLISHMENT OF QUORUM**

April Lopez, Chairperson, called the meeting to order at 1:14 p.m. A quorum was established.

**2. WELCOME AND INTRODUCTIONS**

Everyone present introduced themselves.

**3. PUBLIC COMMENT**

There was no public comment.

**4. APPROVAL OF JUNE 19, 2014 MINUTES**

It was moved/seconded (Smith/Landry) and carried to approve the September 8, 2014 Membership Committee minutes as presented.

**5. UPDATE ON CURRENT STATE COUNCIL APPOINTMENTS, MEMBERS, VACANCIES AND APPOINTMENTS**

It was determined that all documents regarding vacancies and appointments go through Chief Deputy Director Aaron Carruthers. April Lopez then reviewed the "Current Governor Appointment Chart to the State Council on Developmental Disabilities" handout with committee members. Linda Landry asked that the document also include the counties served by each Area Board. Linda also mentioned that Robert Jacobs is no longer the director of the UCED. Instead, Larry

Yen is the current director. Moreover, page 5 needs to be amended to reflect what non-governmental agency Janelle Lewis represents.

Robert Phillips asked that the document reflect the correct appointment and reappointment dates. It was determined that staff will proof read this document and ensure that the dates are correct. April also stated that staff needs to make sure that the appointment vacancies are correct.

**6. DISCUSSION OF INTERFACE BETWEEN MEMBERSHIP COMMITTEE AND LOCAL ADVISORY BOARDS**

April informed the committee that she has spoken to Sarah Greenseid at the Governor's office and has asked her to send the list of questions they use for vetting candidates. April mentioned that the Governor's Office desires a larger pool of candidates for consideration. As a result, Sandra Smith suggested that the Council should require a minimum number of candidates for consideration to ensure that there is a pool of candidates. The suggestion was that three candidates be submitted per area board. The premise for a large candidate pool is to demonstrate the Council's due diligence toward fulfilling Assembly Bill (AB) 1595's mandate of providing representation for all the regions and their respective demographic cohorts.

There was also a brief discussion about the application process through the Governor's Office after AB 1595 is implemented. It was agreed that no changes are made to the process. However, it was mentioned that regional offices should alert the Council about new candidates and applications. Mike Clark suggested that he, along with staff, should develop a database that can collect, organize, and track appointment and candidate information.

The discussion then proceeded to the application itself. Members generally agreed that the application should be uniform and mirror the application already in existence on the Governor's Office website.

Moreover, the Council's application should contain questions and identifiers that incorporate the requirements of MTARS.

Aaron Carruthers informed the Committee that he has talked to Sheryl Matney. Her suggestion was that the Council provide AIDD with

a demographic analysis of the Council membership and California's population. The Committee could then use this demographic data to demonstrate that they have showed diligence in recruiting candidates from demographic cohorts that require representation. In short, the Committee cannot control who the Governor's Office chooses, but the committee can control the recruiting process to demonstrate that it is trying to be inclusive.

Ultimately, Bob Phillips will lead the development of the uniform application. Members also agreed that the application should be in simple language. Finally, Natalie Bocanegra was asked to research information regarding the application and vetting process. Particularly, Committee members want to know what questions they are allowed to ask in the vetting process.

**7. NEXT MEETING DATES**

The next meeting is scheduled for December 9, 1:00 p.m. to 3:00 p.m.

**8. ADJOURNMENT**

The meeting was adjourned at 2:35 p.m.