**Governance Committee Meeting**

August 21, 2024

DRAFT Meeting Minutes

Action items:

* SILC Staff will work with applicant AG to move forward with their application to the SILC.
* SILC Staff will follow up with the State Rehabilitation Council (SRC) to present on SILC activities.
1. Call to Order
2. Introductions

Jenny Yang – Governance Chair/SILC member

Shannon Coe – Governance Vice-Chair/SILC Member

Alan Cruz – Governance Member/SILC Member

Allison Viramontes-Nhan – SILC Legislative Specialist

Danielle Hess – SILC Office Manager

1. Public Comment

None

1. SILC Member Updates

Ms. Yang shared that the Californians Achieving a Better Life Experience (CalABLE) board meeting has been postponed to October, so she will share updates at the December full SILC meeting.

Ms. Coe shared that the State Rehabilitation Council (SRC) would like someone from the SILC to present its priorities and plans. SRC Executive Director Kate Bjerke has reached out to Carrie England, who will respond when she returns to the office.

1. Approval of the Draft Minutes from April 17, 2024, Governance Committee Meeting

Ms. Coe motioned for approval of the Draft Minutes from April 17, 2024, and Mr. Cruz seconded the motion. This passed unanimously through a roll call vote.

1. Officer Election

After discussion and clarification on the duties of the position, Ms. Coe indicated her willingness to take on the position. Mr. Cruz motioned for approval of Ms. Coe as the Governance Committee Vice Chair, and Ms. Coe seconded the motion. This passed unanimously through a roll call vote.

1. Committee Projects
	1. Review of Candidate Applications

SILC staff shared an overview of information about the applicants. There is one expected vacancy on the SILC in September, to replace Lisa Hayes. Ms. Hess did share that the SILC is very close to the limit of how many ILC or State employees can be on the council.

After a discussion about the applicants, Ms. Coe motioned to move forward with the application from AG, and Mr. Cruz seconded this motion. This passed unanimously through a roll call vote.

The other two applicants will remain on file for future review if needed, and committee members indicated their desire for the SILC to continue soliciting resumes.

* 1. SILC Mentoring Program

This project will remain on hold. Mr. Cruz asked for the best way to reach his mentor, and Ms. Hess shared that email is typically the best way to reach them, but he may need to send a follow-up.

* 1. Mentor’s Breakfast

Many SILC members will be attending the September SILC meeting virtually, so there is not a mentor’s breakfast planned for that meeting.

* 1. Policy and Procedures Update: Acceptable Use Policies

This item will be held for October when Carrie England will be available to guide the discussion.

1. Full Council Meetings
	1. September 17-18, 2024 (Sacramento)

Ms. Hess shared that this meeting has been scheduled at the California Foundation for Independent Living Centers (CFILC) office in Sacramento. She will be reaching out to those traveling with hotel information next week.

* 1. December 10-11, 2024 (Virtual)
	2. Future Meetings

Ms. Hess is working with a hotel to schedule a meeting in Anaheim in late March or early April 2025. SILC Staff will meet in November 2024 to determine the final 2025 meeting schedule.

1. Summary of Activities Requiring Follow-Up at Next Meeting
	1. Next Meeting October 16, 2024 (September Governance Committee Meeting Canceled in Favor of the SILC September Council Meeting)
2. Adjourn