Draft Minutes

Attendees:

Dana Privitt   Chris Dominguez
Sanjoy Mazumdar  Starla Barker
Lindsay Ortega   Stephanie Roxas
Charles Smith   Cassandra Carlin

Absentees:

William Hoose   Jennifer Lilley
Cristina Martinez  Alison Walker
Michelle Halligan  Arlene Granadosin
Matt Foulkes   Belinda Deines
Tim Erney   Nick Chen
Bill Rodrigues

8:00: Call to Order

Discussion Items/Reports

1. Board Meeting Date (Dana)

Due to schedule conflicts, Board members are being surveyed to see whether they are agreeable to rescheduling the monthly Board meeting to the third Friday of each month.

2. Website (Lindsay)

- Lindsay gave a PowerPoint presentation to provide instructions to Board members regarding how to navigate various portions of the OCAPA website.

- Topics addressed:
  - Access How log on
  - Dashboard Updating your page
  - Adding to the slider Posting an event
  - Posting a job Submitting an e-blast
  - OCAPA Board Resources page About OCAPA (includes meeting minutes)

3. Administration (Charles)

Meeting Minutes Template: Dana or Lindsay will send to Charles.
4. AICP (Starla)
   • An AICP Information Session is scheduled for Wed evening, April 29. We have received 21 RSVPs to date. Arlene sent an AICP Mixer Invitation to OC Public Agency Contact List on April 21.
   • Consider holding a prep class at UC Irvine.

5. Programs (Stephanie and Chris)
   • We discussed ideas for future lunch programs. It was noted that Arlene had some suggested topics. We also discussed contacting agencies/firms who submitted session applications but were not selected to present at the 2014 or 2015 State Conferences.
   • Lindsay will send access instructions to Stephanie Roxas.

6. Awards Program
   Some concern was raised regarding the absence of a status report for the Awards Program. Dana indicated that she would follow up with the Awards Committee.

7. Earth Day/Volunteer Events
   Participation in the Earth Day event was cancelled due to a very low turnout. Arlene is looking into other volunteer opportunities with a community group in Orange County.

8. Other
   Ashley Hefner at RRM has expressed interested in assisting our board. Let’s find some opportunities for her.

10:10: Adjourn

Next Meeting: Friday, May 15 at 8 AM