



Board Meeting – April 24, 2015  
Kimley-Horn and Associates  
765 The City Drive, Orange  
8:00 AM – 10:00 AM

## Orange Section

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### 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**