**Executive Committee Members Present:** Beverly Fontaine, Allison Hillix, Will Lewis, Mike Sawyer and Tamera Leighton

**Other Board Members Present**: Keith Peeples,

**RCRC Staff Present:** Kim Orsi and Dr. Kim Smalley

**Others Present:** Clifford Black, Clients Rights Advocate

Board President, T. Leighton called the meeting to order at 9:05 a.m. and a quorum of this committee present.

**Agenda:** 1. Board Development Committee/Executive Committee – Discussion

 recommendation to seat new Board Members

2. Performance Objectives and Goals for RCRC – Discuss Executive Director’s

 Performance Goals in preparation for future recommendations for board

 approval.

3. 2021-2022 Board Training Plan – Planning: Discuss topics to develop the

 2021-2022 Training Plan for the RCDSC Board of Directors’

1. **Board Development Committee:** T. Leighton shared that she recently took a board member recruitment trip and attended local Farmers’ Markets in Fort Bragg, Willits and Arcata. T. Leighton shared that she met a couple in Fort Bragg, J. Nifong and O. Deloche who are focused and have an understanding of the need for lifelong services. Mr. Nifong is a teacher with the Fort Bragg school district and Ms. Deloche is a professional artist who also has legal background.

T. Leighton recommended that each be seated, Ms. Deloche to the Coastal Mendocino Seat and Mr. Nifong to the Inland Mendocino seat.

**M/S/C: M. Sawyer (B. Fontaine) motioned to approve the recommendation to seat Mr. Nifong and Ms. Deloche for the Mendocino County seats during the upcoming Board meeting on July 14th. A vote was called and the motion carried.**

T. Leighton added that there is an additional candidate for the vacant Humboldt County seat. T. Leighton met C. May at the Arcata Farmers’ Market. T. Leighton would also like to recommend seating this candidate during the July 14th meeting and reported that C. May lives in Humboldt County and has past regional center experience. K. Orsi is in the process of obtaining Ms. May’s paperwork and will forward her Application and Personal Information to this committee today to finalize approval to seat this Ms. May during the July 14th meeting.

1. **Performance Objectives and Goals for RCRC**. T. Leighton reported that Dr. Smalley is currently developing draft goals that will be presented to the Executive Committee for review. The goals will be the foundation for Dr. Smalley’s performance review as Executive Director. Once received and reviewed by the Executive Committee, a recommendation will be made to approve the goals which will allow the board to track the progress of measurable goals for RCRC.

Dr. Smalley reported that she has been revisiting RCRC’s past goals which has provided an opportunity to reestablish focus post-COVID. A previous goal that has been met was the Good to Great philosophy and RCRC is continuing staff training by utilizing a value-based platform, Open Futures Learning. The training videos are shared during unit meetings, All Staff meetings and trainings for new staff. In addition, now that RCRC has filled the position for the Director of Community Services, RCRC is looking to join local Chamber of Commerce in our communities and will regularly attend local Housing Authority meetings.

B. Fontaine asked about RCRC post-COVID and if turnover of staff at RCRC could be due to those being afraid to return to the offices. Dr. Smalley reported that RCRC is a human services provider and that RCRC is not opposed to working by remote access and may consider continuing this option in the future following staff return to all offices as long as it fits the needs of those we serve. Dr. Smalley reported that all managers returned to RCRC offices on June 1st with all other staff returned by July 1st. M. Sawyer encouraged RCRC to learn what worked/didn’t work during the pandemic as employee perceptions may have changed over the past 18 months.

Dr. Smalley reported that Quality Assurance visits have resumed adding that in the larger cities, many health and safety issues were missed by not conducting visits to clients/families homes during the pandemic.

1. **2021-2022 Board Training Plan:** T. Leighton reported that each year the Board develops a Training Plan and during the 2020-2021, the board worked with Kinetic Flow that provided two trainings. T. Leighton noted that the Board Training Plan is due to the DDS in August and would like this Committee to begin thinking about what kind of trainings we would like to develop for the coming year. The proposed board meeting schedule for 2021-2022 will be reviewed under New Business during the upcoming meeting on July 14th. The schedule includes two blended meetings (face-to-face and Zoom) that will include trainings. T. Leighton plans to ask board members for their thoughts and ideas about future trainings during the July 14th meeting and will follow up by email with those offering suggestions in order to keep the meeting flowing.

**ACTION:**

* **Executive Committee will email T. Leighton within the next week with any training ideas.**

Meeting adjourned at: 9:45 a.m.



Allison Hillix, Secretary

RCDSC Board of Directors

KO