

## **EXECUTIVE COMMITTEE**

**June 13, 2018**

### **MINUTES**

#### **PRESENT**

Mark Higgins, Chair  
Louis Mitchell  
Dina Richman

#### **NOT PRESENT**

Larry DeBoer  
Jack Gilbertson

#### **STAFF**

Melinda Sullivan  
Patrick Aulicino

#### **CALL TO ORDER**

Mr. Higgins called the meeting to order at 12:15 pm.

#### **APPROVAL OF MINUTES**

**The minutes of April 13, 2018 were approved by consensus.**

#### **DRAFT RESPONSE TO TRANSPARCNEY LETTER**

Ms. Sullivan presented a draft response to Ms. Cecile Williams' letter to the Board dated May 23, 2018 regarding transparency on the Center's website. Ms. Sullivan reported that the DDS forwarded the same letter to the Center as a Whistleblower complaint and that it is being treated as such.

**The Committee was in agreement to send the letter to Ms. Williams and DDS as presented.**

#### **LANTERMAN WEBSITE**

*For Information Only –*

Ms. Sullivan advised the Committee that the Center's "Whistleblower" and "Transparency" policies have been translated into Spanish and the translation process will be started for Korean and Armenian. These documents will be posted on the website when completed.

### **CONTRACT FOR FY 2018-19**

Mr. Aulicino advised the Committee that the Center received the contract from DDS in the mail for FY 2018-19. He explained that in their letter, DDS asks that the copies be returned no later than ten business days from the date of the letter. Mr. Aulicino reported that the contract needs to get returned and processed quickly so the Center can get its cash advances when the budget is signed. Mr. Aulicino advised the Committee that the language has not changed from the prior year.

**Mr. Mitchell moved to authorize the President to sign the contract, Ms. Richman seconded the motion, and it passed unanimously.**

### **ESPERANZA COMMUNITY HOUSING**

*For Information Only –*

Ms. Sullivan advised the Committee that Esperanza Community Housing will recognize the Center as one of its honorees during their 17<sup>th</sup> Annual Dancing Under the Stars fundraising event on September 21, 2018. The Center will be honored with the “Building Hope” award because of the work done in the Community with the Promotora projects.

### **ADJOURNMENT**

The meeting was adjourned at 12:40 p.m.

/fl