



CEMA
Executive Board Meeting Minutes
April 16, 2007
11:00 AM to 1:30 PM

PRESENT: Edna Esguerra, Board President
Richard Rapacchietta, First Vice-President
Dolores Morales, Second Vice-President
Peter Pham, Treasurer
Mark Hand, Member-at-Large
Ámando Cablas, Member-at-Large

ABSENT: Consuelo Collard, Board Secretary
Sheila Stevens, Immediate Past President
Eric Goodrich, Member-at-Large
Mary Mitchell, Member-at-Large
Tom Starkey, CEMA Business Representative

OTHERS PRESENT: Randy Johnese, CEMA Business Representative

I. CALL TO ORDER

A. Call to Order by Board President, Edna Esguerra. The meeting was called to order at 11:05 AM.

II. PRESENTATIONS TO THE BOARD

A. There were no presentations to the Board.

III. AGENDA REVIEW AND APPROVAL

A. No Corrections

IV. CONSENT ITEMS

A. Review and Approval of Executive Board Meeting Minutes for April 2, 2007. Not Available yet.

IV. ACTION ITEMS

A. Dolores requested \$2,000 transferred to debit card for Professional Development being held at Double Tree. Additionally, remaining balance to be covered 3 days before the start of event for \$7,000. The discussion was centered on this issue.

MSP by Richard Rapacchietta, seconded by Mark Hand to approve a total of \$9,000 to be transferred to debit card to cover Double Tree charges.

V. INFORMATIONAL DISCUSSION TOPICS

A. Lead CEMA Business Representative's Report. Tom Starkey:
➤ Tom is on Vacation.

- B. CEMA Business Representative's Report.** Randy Johnese reported the following:
- Not much going on in discipline.
 - Attended HHS subcommittee meeting for Tom.
 - VMC will not have major layoffs because they found revenue enhancements. Their big cut will be the closure of the Silver Creek Clinic.
 - Mental Health, DADS and Public Health are major problems. Budgets submitted at this time are preliminary, but not final. Pete is recommended that layoffs be deferred until December so that issues with programs and budgets can be resolved.
 - CEMAGRAM will be delayed due to technical issues. It will be sent this afternoon for proofread to Board members.
 - Website will be updated with goals and budget for 2007. The website is being standardized; we will be going through a general update.
- C. President's Report.** Edna Esguerra reported the following:
- Budget. Issues are scholarship carryover and increase in software supplies. MSP approval by Dolores with 2nd by Richard. Budget approved as modified.
 - Unity and Diversity. The unity and diversity event is scheduled for May 1, 2007. Member Volunteer time to manage table. Randy will bring banner and pens.
 - Received a letter from Narinder Singh from VMC Pharmacy, thanking the Negotiations Committee.
- D. CEMA Executive Board Training for 2007 – Topics and Timeframes.** This item was tabled for discussion at the next meeting.
- E. CEMA's Continuity and Retirement Transitioning Plan.** This item was tabled for discussion at the next meeting.
- F. 2007 CEMA Committee Assignments and Reports.**
- **Quorum.** Randy will research whether or not the Past-President's position affects the quorum.
 - **Professional.** Pete Kutras' luncheon scheduled for May 11, 2007 at Double Tree Hotel.
 - **Communications.** Mark Hand is the new chair and his first meeting will be next month.
 - **Scholarship.** This item was tabled for discussion at the next meeting.
 - **Vacancy – Secretary.** Edna will ask Eric Goodrich if he is interested. Randy will send out recruitment to Liaisons including qualifications for Secretary's position.
 - **Audit Committee.** Peter has yet to convene a committee.
 - **Farewell Dinners.** Motion was made to have individual celebrations for members who are leaving or retiring. MSP 4 Yes 1 Abstained.

- **Training.** Dolores recommended appreciative inquiry as training for board members. It is a means of effective communication. Other training topics were suggested: PR Marketing/Social Marketing and Team Building.

VI. ANNOUNCEMENTS/KUDOS

- A. Peter Pham expressed dissatisfaction with Accounting Firm and want to consider change.
- B. Thanks to Amando Cablas for taking minutes.

VII. DEVELOPMENT OF AGENDA FOR NEXT MEETING

- A. N/A

VIII. MEETING EVALUATION

- A. N/A

IX. MEETING ADJOURNMENT

- A. As all items on the Agenda for today's meeting have been discussed. The meeting ended at 1:01 PM.