

**CIPMA-HR CHANNEL ISLANDS CHAPTER
BOARD MEETING MINUTES
October 8, 2008 - Noon**

MISSION STATEMENT

The mission of CIPMA-HR is to optimize organizational and individual performance in the public service by providing human resource leadership, professional development, information, and services.

The Channel Islands Public Management Association – Human Resources (CIPMA-HR) is the local chapter that covers the Tri-County area: San Luis Obispo, Ventura, and Santa Barbara Counties.

OBJECTIVES

The objectives for the Channel Islands Chapter are:

- To provide an opportunity to HR professionals to meet and discuss current issues and to provide education and development on such issues.
- To be a part of the International Public Management Association for Human Resources, assuming their guidelines and representing agencies in our area.
- To network with other public agencies, sharing new ideas and serving as a resource for those in our area with like challenges.

Attending: Dee Emami, Debbie Traffenstedt, Shelly Howell, Lisa Yoshimura, Lynn Hutton, Elena Keenan and Nancy Rasmussen.

Absent: Donna Smith, Patty Booker, Kelly Shirk

Welcome – Dee Emami

- Dee circulated the book “7 Measures of Success: What Remarkable Associations Do That Others Don’t” from the IPMA Leadership Conference. It was agreed that we would purchase a copy for board members.

Approval of Minutes – The minutes of the August 13, 2008 Board Meeting and the September 10, 2008 Membership luncheon were read. Elena moved that the minutes be approved, Debbie seconded the motion. The minutes were approved.

Treasurer’s Report – The revised budget was distributed for review. A motion was made by Debbie to approve, seconded by Lisa. The budget is approved.

Membership – A membership listing was provided. We are up to 64 members. Dee sent a welcome email to the newest member. The email distribution list was again discussed. Lisa will update the list to send to everyone.

Programs – A summary of the programs suggested in the member survey was discussed. Some of the most requested topics were discussed as well as those where a speaker could be identified. Topics of interest included Conducting Investigations, Succession Planning, Disaster Preparation from the HR perspective, Branding, and the annual Labor Relations round-table.

- Elena reported information regarding the City of Thousand Oaks hosting an IPMA conference. Full-day courses are offered by IPMA at \$250 per person, with a minimum guarantee of 15 participants. We would select the topic such as class and compensation or recruitment. A concern was raised about the cost due to increasing budget cutbacks, and other options were discussed. Some ideas include complimentary speakers, vendors sponsoring speakers, half-day program with CIPMA covering lunch cost, etc. where we could still utilize the City of Thousand Oaks facilities and offer a lower cost option.

Communications – The September 2008 newsletter has been posted on the website. Shelly will send an email to notify the members and interested individuals on our lists.

Hospitality – Lynn has made contact and gathered some initial information from Hilton Garden in Oxnard for an alternate location for our member luncheon programs. A few additional locations were discussed including the River Ridge Golf Course Country Club and the Courtyard Marriott. She is continuing to gather additional information

Advisor – Nancy will take care of the plaque for the recognition of past officers.

Miscellaneous – Lynn announced a program being offered by Channel Islands High School. They are looking for employers to participate in a one-day job shadow program for five junior-level students. Elena mentioned that Thousand Oaks also participates in similar programs.

Next Meeting – Our next board meeting is Wednesday, December 10, 2008. Future meeting dates are: February 11, 2009, April 8, 2009 and June 10, 2009. They will be held at Marie Callenders in the Garden Room from noon to 1:30, with the exception of the December meeting, location to be confirmed. Due to a private room no longer being available at Marie Callenders, we may look at alternate locations.