

**CIPMA-HR CHANNEL ISLANDS CHAPTER
BOARD MEETING MINUTES
October 13, 2010, 8:15 a.m.**

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, Mary Jo Spencer, Patty Booker, Joan Archer and Shelly Howell

Absent: Donna Smith, Lynn Hutton, Kelly Shirk

Welcome – Dee Emami.

Approval of Minutes – The minutes of the August 11, 2010 Board Meeting were reviewed and approved.

Treasurer's Report – Postponed until next board meeting (treasurer not available).

Membership –

- Resources available on the IPMA website were reviewed, such as letter templates. It was agreed that we will point out resources for members at each of our program meetings.
- Joan presented a draft of the member survey. The survey was discussed and suggestions for changes made. The goal is to obtain member feedback on topics, meeting times/location, as well as volunteer opportunities. Distribution methods were also discussed. It was agreed that we would distribute both at the next member program, as well as by email for a reply response.

Programs –

- Since we offered the four-day HR Competency training in September, and due to schedule conflicts with the speaker, the September 8, 2010 member program was cancelled. Michael Millenheft, the scheduled Employment Development Department speaker has agreed to reschedule his program on Independent Contractors for January 2011.
- HR Competency training was conducted September 13, 14, 20 and 21. There were 18 attendees (3 from Simi Valley, 15 from Ventura County. The test for certification is optional, but as individuals pass the test, Patty will order star awards to recognize this certification accomplishment. Dee will be notified of successful completion of the testing.
- The next member program is scheduled for Wednesday, November 10, 2010. Tom Temple, attorney for Ventura County Council's office will speak on privacy issues. It was discussed that since the October Liebert Cassidy Whitmore Consortium training is on a similar topic, Mary Jo will speak with Tom about a targeted discussion.
- A future program on the topic of risk management was discussed as potentially being scheduled for March 2011.
- It was agreed that the Liebert Cassidy Whitmore scheduled consortium training schedule will be reviewed so that topics are not duplicated in our schedule of member programs. Additionally, we will review other conference agendas for "hot" topic ideas.
- The idea of another half-day program was discussed as a possibility for next year.
- Member Emy Russell has volunteered to help with computer set-up for our member programs.

Communications – Updates are made as needed to the website. The next newsletter is in progress.

Hospitality – None.

Next Meeting – Our next board meeting will be Wednesday, December 8, 2010 at a location to be determined.