



STATE OF CALIFORNIA
CALIFORNIA SENIOR LEGISLATURE

1020 N Street, Room 513, Sacramento, CA 95814

Phone (916) 552-8056 Fax (916) 552-8013

www.4csl.org csl@seniorleg.ca.gov

JOINT RULES COMMITTEE MEETING MINUTES

February 4-5, 2013

Vagabond Inn Conference Room

909 Third Street, Sacramento, CA 95814

State Capitol, Sacramento, CA 95814

Legislative Office Building

1020 N Street Room 509, Sacramento, CA 95814

Chair: Senior Assembly Member Don MacAllister

Vice Chair: Senior Senator Alice Loh

Vice Chair: Senior Assembly Member Evelyn Tom

I. Call To Order

The Joint Rules Committee Meeting was called to order by Chair, Don MacAllister at 11:17 a.m.

Invocation by Senior Assembly Member Evelyn Tom

Pledge of Allegiance was led by Senior Senator Jim Levy

II. Roll Call

Present: **Senior Senators:** Bruce Steir, Albert Blum, Jim Levy, Alice Loh, Martha Overfield

Senior Assembly Members: Don MacAllister, Herbert Schwartz, Bernie Weintraub, Eleanor Bloch, Evelyn Tom, Julia Rosenberg, Richard Dahlgren, Fran Givens, Charles Mitchell

Staff: Clare Smith, Janice Bailey, Elizabeth Thorstad

A quorum was established.

III. Introductions

No guest introductions.

IV. Public Comments

No public comments.

Discussion/Action Items

V. Approve Agenda of February 4-5, 2013 JRC Meeting

- A. Senior Assembly Member Bernie Weintraub made motion to approve the agenda. Senior Senator Marti Overfield approved the motion. Agenda approved as presented.

Mission: To Improve the Quality of Life for Aging Californians

Funded by the California Fund for Senior Citizens – FTB Code 402

VI. Approve Minutes of November 15, 2012 JRC Meeting

- A. Senior Assembly Member Eleanor Bloch made motion to approve the minutes. Senior Assembly Member Bernard Weintraub seconded the motion. Minutes approved as presented.

VII. Correspondence

- A. Chair MacAllister noted no direct correspondence.

B.

VIII. Sub-Committee Reports

A. Budget and Finance Committee

Senior Assembly Member Herb Schwartz noted that the Code 402 fund is running approximately \$10K behind last year.

Senior Assembly Member Schwartz recommended a strong push to increase fundraising and publicity efforts.

Suggestions noted:

- Revise brochure to include envelope (Givens)
- Discussed working with the Native American Caucus (Givens)
- Change wording on ad to reflect direct donations

Senior Assembly Member Mitchell noted that the administrative expenses have increased 27%, but per diem hasn't gone up. Members have not increased in 10 years.

Consultant Smith noted that there is approximately \$163K to be spent by the end of June and approximately \$288K in carryover remaining.

B. Public Relations

Senior Senator Bruce Steir noted the following recent public relations activities:

- Radio Station mentioned Shirley Krohn with the CSL.
- Lake County CSL member is working on a DVD production.
- Members continuing to drop 402 cards off at Senior Centers.
- Top 10 article in the Chronicle.
- George Tucker has been in the local newspaper.
- Lola Young held a community coffee outreach event and successes were noted.
- Suggested that all caucuses focus on public relations and encourage that it is for everyone.

C. Policies and Procedures

Senior Assembly Members Bloch and Weintraub reviewed the changes to Section 1 of the Resource Manual. Senior Assembly Member Bloch made a motion to accept the changes. Senior Assembly Member Schwartz seconded the motion. Motion carried with approval of Section one of the resource manual.

A proposed organization chart submitted by Senior Senator Alice Loh was reviewed and discussed by the committee. It was determined that the suggested change to the Organization Chart would result in a change to the By-Laws. This item was deferred until a later date and recommended it to be sent to the By-Laws Committee, as any change in the organization structure would result in a By-Laws revision.

D. Session Planning

Senior Assembly Member Tom provided the following update on Session Planning:

- Adding Computer 101 to Abbreviated Schedule
- Additional training to include discussion of JRC duties, how to fill out a travel voucher.
- Moving the volunteer orientation to noon.

E. Mid-Year Conference

Senior Senator Loh provided an updated on the mid-year conference status. She indicated the committee was looking for speakers. Senior Assembly Member Eleanor Bloch suggested, Noreen Evans. Senior Senator Loh requested members send her names of suggested speakers.

IX. Legislative Committee Report

LEG Committee Chair Rosenberg indicated that the Meet and Greet Breakfast was “well done!” and a success. She noted that she received a suggestion from a staffer that the CSL should hold a training class for staffers next year.

LEG Committee Chair Rosenberg made a motion that Sharon from Legislative Counsel receive a special award at session since she has typed the proposals for many years. Senior Assembly Member Givens seconded the motion. Motion carried.

Chair Rosenberg requested a simple and easy to read budget worksheet. She indicated that she had requested an additional 20% increase.

X. Chair’s Report

A. Chair MacAllister noted that the committee is working with the 5 year long range plan.

- The CSL must find clever ways of promotion.
- Seek Corporate Sponsors.
- The office has over 10,000 402 cards, members can request them by contacting the office.
- New CSL Brochure will be published by March Conference.

B. Chair MacAllister reported that he was pleased with the new OT candidate that the Executive Committee interviewed.

C. Chair MacAllister noted that a large percentage of the staff time is

spent reporting back to the State.

D. Chair MacAllister reminded members to send in their Ethics Certificates. The office will include the Ethics Training link in the next newsletter publication.

E. Consultant/AGPA Report

- Consultant Smith briefly discussed strategic planning and the lack of vision and values. Suggested that maybe group could plan a retreat and bring in a facilitator for further review and discussion.
- Purchasing Authority DGS Standing Report Deficiencies were discussed.

XI. Old Business

A. Clare Smith's contract is up at the end of the year. Originally bid with option of 3 year extension.

B. JRC Chair requested an additional meeting be added for May 20-21, 2013.

C. Concern over the By-Laws Committee having too many members from JRC and influence from JRC was addressed. Chair MacAllister pointed out that there were guests in the meeting, not all attendees were members.

XII. New Business

A. Legislative Rules

Staff did not receive response back from Legislative Counsel on the status of revisions to the CSL Legislative Rules.

B. Proposal Submission Form Revisions

Staff has sent form over to Legislative Counsel for suggested revisions.

XIII. Adjournment

The following comments were noted during the meeting wrap-up:

- The meet and greet was good (Dahlgren)
- We need an alternate ribbon (Givens)
- We need Corporate Sponsor Paperwork that includes the responsibility of what we do (Givens)
- Compliments to staff and the committee that put the breakfast program together (Levy)
- Thank you to the member that donated the funds for the breakfast (Bloch)
- Compliment ourselves to two days of hard work (Weintraub)
- Chair MacAllister suggested that each member should know their respective elected official on a first name basis.
-

Meeting was adjourned at 3:35pm