



STATE OF CALIFORNIA
CALIFORNIA SENIOR LEGISLATURE

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JOINT RULES COMMITTEE MEETING

MINUTES

Monday, November 16, 2009

1:00 p.m. to 5:00 p.m.

Marriott Los Angeles Downtown

333 South Figueroa Street, Los Angeles, CA 90071

Chair: Senior Assembly Member Richard Dahlgren

Vice Chair: Senior Senator Dee Erman

Vice Chair: Senior Assembly Member Julia Rosenberg

Senior Senators Joanna Kim-Selby, Kitty Mesler, Carla Treuting, and Bud Winslow

Senior Assembly Members Quincy Campbell, Don MacAllister, and Evelyn Tom

Immediate Past Chair: Senior Senator Lola Young

Chair, Legislative Committee: Senior Senator Anne Mack

I. Call to Order

The November 16, 2009 Joint Rules Committee (JRC) Meeting was called to order by Senior Assembly Member Richard Dahlgren at 1:03 p.m.

Invocation was given by Senior Senator Dee Erman

Pledge of Allegiance was led by Senior Assembly Member Julia Rosenberg

II. Roll Call

Present: Senior Senators Dee Erman, Joanna Kim-Selby, Kitty Mesler, and Carla Treuting and Lola Young; Senior Assembly Members Quincy Campbell, Richard Dahlgren, Julia Rosenberg, and Evelyn Tom

Absent: Senior Senators Anne Mack and Bud Winslow; Senior Assembly Member Don MacAllister

Staff: Sherry Jenkins

A Quorum was established

III. Introductions

Attending were Senior Assembly Members Ada Battle, Nery Hartschen, Zelda Hutcherson, and Charles Mitchell

(Over)

Mission: To Improve the Quality of Life for Aging Californians

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

IV. Public Comments

LA Caucus expressed concerns on the SMIF Account (Surplus Money Investment Fund) regarding the origins and current balance. Also, they would like the duties of an executive director for CSL to be redefined and wanted the duties of the needed part-time help for the office staff to be defined.

DISCUSSION/ACTION ITEMS

V. Approve Agenda of November 16, 2009 JRC Meeting

M/S/P (Evelyn Tom/Kitty Mesler)

APPROVE THE AGENDA OF THE NOVEMBER 16, 2009 JRC MEETING.

**VI. Approve Minutes of September 17 and 18, 2009 JRC Meetings
Approve Minutes of October 26 and 29, 2009 JRC Meetings**

Tabled until the next meeting

VII. Correspondence

- A. Informational Emails from Members – To Forward or Not to Forward
- B. Miscellaneous letters from the general public asking for help are received in the office occasionally and Staff Jenkins is asking for direction in the handling of these letters. A form letter has been prepared and an effort is being made to refer these requests to the proper agency for assistance.
- C. Parliamentary Procedure booklet titled “BE COURTEOUS” from the National Association of Parliamentarians was reviewed.
- D. All accounts need to be reported on in a timely fashion including the status of contracts; this includes but is not limited to the following: (a) Department of General Services Contract, (b) State Controller’s Office Contract, (c) California Fund for Seniors (Code 402), (d) Surplus Money Investment Fund (SMIF) Account, (e) Operating Budget, and (f) California Foundation on Aging Account.

VIII. Sub-Committees Reports

- A. Year-End Reports from Standing Committee Chairs for 2009
Any reports not turned in yet should be turned in by the December meeting.
- B. Carry Over Reports from Standing Committee Chairs for 2009
Any reports not turned in yet should be turned in by the December meeting.

IX. Legislative Committee Report – Senior Senator Anne M. Mack, Chair

- A. Chair Senior Senator Mack was absent at this meeting but it was announced that two CSL proposals have been authored by Senator Lou Correa.

- B. Legislative and JRC team members for the December meeting were announced.

X. Chair's Report – Senior Assembly Member Richard Dahlgren

- A. Chair Dahlgren thanked the JRC and members of the CSL for their support and confidence in him and announced that the theme for this year is going to be "Focus 2010." The five focus points to be considered by all CSL members are:
 - 1. Legislation (Proposal writing and advocacy)
 - 2. Code 402 (Fund raising and promoting Code 402)
 - 3. Annual Session (Scheduling, Entertainment, Sponsors, Program Ads)
 - 4. Member Involvement (Orientation, Committee Work, and Community Resources)
 - 5. Staff Development (part time, interns, volunteers, inter-agency co-operation)
- B. The CSL Organization Chart was reviewed. Only the JRC Chair and Legislative Committee Chair report to the JRC. Vice chairs, the Executive Secretary, and all committee chairs report directly to the JRC chair.
- C. Duties of the JRC Chair were reviewed (page 21 of Part IV of the CSL Resource Manual). Examples of the Chair's duties include serving as the Executive Director, presiding over all meetings, arbitrating disputes, appointing sub-committee chairpersons, and presenting the CSL Annual Budget. Chair Dahlgren asked all members for their support and assistance as the CSL "Focus" on CSL goals for 2010.
- D. Since there has been discussion regarding the unsigned JRC members ballots from the 2009 Annual Session, next year's ballots will have a place for the signature and an announcement will be made that they have to be signed.
- E. The current Worker's Compensation Claim Information will be reviewed by the Executive Committee and they will report back to the JRC.
- F. Due to our current Web Master talking about retirement, Senior Assembly Member Tom will form a committee to work on reviewing ways to have a new web master and website for the CSL.
- G. Due to the ongoing controversy over CSL members' anniversaries, this will be researched and then placed on the roster for everyone's benefit. It was decided that listings in the Annual Session Program Books will be the final vote on these dates.
- H. A question was raised on who should vote for the JRC Vice Chairs and it was decided that since the vice chairs report to all of the JRC, it should be both JRC senior senators and senior assembly members that vote on them.
- I. Lastly, Chair Dahlgren thanked the JRC members for continuing their efforts to make CSL a great organization. Past JRC Chair's Jim Levy, Joe Cox, and Lola Young were thanked for providing invaluable transition materials.

(Over)

XI. Old Business

- A. Discussion of 2009 Annual Session
Staff Jenkins will send the evaluation summary and the Session Task List to the Session Planning Committee members for review. It was suggested that the award presentations at the Annual Sessions be redesigned. The information tables were productive for this first year but should be looked at and maybe redesigned for next session. It was discussed that it would improve the sessions and reduce the amount of problems if the volunteers could commit to their various duties and length of volunteering.
- B. Discussion of 2010 Annual Session's Dates
Discussion took place on which week was better for the 2010 Annual Session.

M/S/P (Kitty Mesler/Julia Rosenberg)

KEEP THE 2010 ANNUAL SESSION ON OCTOBER 25-28 AS PREVIOUSLY VOTED.

M/S/P (Joanna Kim-Selby/Julia Rosenberg)

ACCEPT BILL HOLLABAUGH'S PROPOSAL TO PRINT THE 2010 ANNUAL SESSION PROGRAM BOOK AND SELL THE AD FOR THE BACK COVER FOR \$750.00.

- C. Budget Update
Budget and Finance Sub-Committee will research the balance of the SMIF Account and determine what happens to it after a number of years. The FTB balance as of October 31, 2009 is \$323,415. The balance in the California Fund on Aging as of September 30, 2009 is \$29,177.89.

XII. New Business

- A. Dates for 2010 JRC Meetings to Occur
JRC meetings will take on the second Monday and Tuesday of the following months:
December 8-10 with the Legislative Committee at the Capitol Building
February 8-9 at the Vagabond Inn in Sacramento
April 12-13 at the Vagabond Inn in Sacramento
June 14-15 at the Vagabond Inn in Sacramento
September 14-14 at the Vagabond Inn in Sacramento
October 25 and 28 at the Annual Session

M/S/P (Evelyn Tom/Julia Rosenberg)

APPROVE THE ABOVE MENTIONED DATES FOR THE 2010 JRC MEETINGS.

- B. Hiring a Part Time Office Assistant to Work with Sherry
Chair Dahlgren will convene a special committee of past JRC chairs to research additional staff and they will report back at the February meeting.
- C. Appointing Chairs and members for Standing Committees
Discussion took place over the chairs of standing committees and conference calls versus in-person meetings. It was determined that a lot of problems arose with the conference call meetings as lack of attendance and there is usually a better discussion with in-person meetings.
- D. Orientation for Members after May 2010 Election
JRC members in particular should read the Resource Manual and encourage other members to read it as well. The General Session portion of the Annual Session should have training on travel expense claims and other items needed for orientation, as well as duties and responsibilities that need to be covered. Proposal writing should be on the agenda for the February meeting.
- E. Orientation for JRC and Leg Com Members
Working lunches and dinners at regular JRC meetings should be on the agenda for the February meeting as well.

Meeting was adjourned at 4:10 p.m.