



STATE OF CALIFORNIA
CALIFORNIA SENIOR LEGISLATURE
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JOINT RULES COMMITTEE MEETING MINUTES

Monday-Tuesday, June 13 & 14, 2011

Vagabond Inn

909 Third St, Sacramento, CA 95814

Chair: Senior Assembly Member Richard Dahlgren

Vice Chair: Senior Senator Jim Levy

Vice Chair: Senior Assembly Member Julia Rosenberg

Senior Senators: Joe Cox, Kitty Mesler, Bruce Steir, Carla Treuting

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

Immediate Past Chair: Senior Senator Lola Young

Chair, Legislative Committee: Senior Assembly Member Alice Loh

Members of the public may be heard on any item on the California Senior Legislature (CSL), Joint Rules Committee Agenda. Comments by members of the public on an agenda item will be allowed only during discussion of the item by the committee. Comments by members of the public on an item not on the agenda will only be allowed under Public Comments (Item IV). No action can be taken on any item not on the agenda whether discussed by members of the public or by members of the committee.

I. Call to Order

The June 13-14, 2011 Joint Rules Committee Meeting was called to order by JRC Chair, Senior Assembly Member Richard Dahlgren, at 12:30 p.m. Invocation was led by Senior Senator Lola Young; Pledge of Allegiance was led by Senior Assembly Member Evelyn Tom.

II. Roll Call

Present: Senior Senators Joe Cox, Jim Levy, Kitty Mesler, Carla Treuting, Bruce Steir and Lola Young; Senior Assembly Members Quincy Campbell, Sharon Lamagno, Julia Rosenberg, Richard Shontz, Evelyn Tom.

Excused: Senior Assembly Members Don MacAllister and Alice Loh.

III. Introductions: Sherry Jenkins was in attendance as a guest.

Adjournment for the Annual CSL Joint Rules Committee Photo.

DISCUSSION/ACTION ITEMS

V. Motion to Approve Agenda of June 13 & 14, 2011 JRC Meeting:

- Senior Senator Jim Levy requests to amend the Agenda by adding Item B under

Mission: To Improve the Quality of Life for Aging Californians

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

Section 7: Member Correspondence.

- Chair, Dahlgren requests to amend Section 12 by adding Item D: Discussion of Policy Committee and Related Information

MOTION TO APPROVE THE AMENDED AGENDA:

M/S/P (Jim Levy/ Kitty Mesler)

VI. MOTION TO APPROVE MINUTES OF APRIL 11 & 12, 2011 JRC MEETING:

M/S/P (Evelyn Tom/ Carla Treuting)

VII. Correspondence

A. Correspondence received and informational emails from members Chair, Dahlgren's areas of topic were notification that the CCOA had asked CSL to participate in their event and requested sponsor them in the amount of \$500.00. The County of Sacramento is holding their annual Mental Health and Aging Conference. CSL was invited to have a vendor table and sponsor \$300.00. To Date the SMIF account has reached \$253,000. We have made our quota! State Compensation Insurance Fund was renewed at the monthly amount of \$160.90, for the Workers Compensation for employee, Crystal Wallace. Ex. Director, Smith has set up an additional policy to cover Volunteers. State Net the website service we use for Legislative assistance is up for renewal at \$1650.00 per year. Finalization with the Hyatt Regency, Sacramento for Session is complete we now have a promo code to use when making Reservations.

B. Member Correspondence and Protocol was discussed.

MOTION TO APPROVE CCOA SPONSORSHIP IN THE AMOUNT OF \$500.00

M/S/P (Sharon Lamagno/Kitty Mesler)

MOTION TO SPONSOR MENTAL HEALTH & AGING CONFERENCE IN THE AMOUNT OF \$300.00.

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

MOTION TO APPROVE PURCHASE RENEWAL OF STATE NET AT \$1,650.00 PER YEAR.

M/S/P (Jim Levy/Carla Treuting)

VIII. SUB-COMMITTEES MEETINGS AND REPORTS

- **A. Fund Development/Public Relations** – Senior Assembly Member Julia Rosenberg reported The You Tube spot and radio advertisements were very positive. Next year CSL might want to focus more attention on the LA markets.
- Senior Assembly Member Quincy Campbell is currently working on an agreement with H&R Block to promote Code 402.

MOTION TO APPROVE COMMITTEE REPORT:

M/S/P (Richard Dahlgren/ Quincy Campbell)

B. Policies and Procedures – Senior Senator Jim Levy

There was a discussion regarding attendance of CSL Members at Session. There was no action taken on this at this time.

Senior Senator Jim Levy gave a report on Resource Manual assignments:

Part I: Updated Legislation

Part II. CSL Information -Senior Senator Mesler

Tabled to next meeting.

Part III. CSL Member Responsibilities -Senior Senator Treuting

Tabled to next meeting.

Part IV. CSL Rules -Senior Senator Young stated that changes need to be made in this area. They are in creation currently.

Part V. Legislation -Senior Assembly Member Loh was not present.

Part VI. Public Relations -Assembly Member MacAllister was not present.

Part VI. Annual Session -Senior Senator Levy.

Tabled to next meeting.

Part VIII. CSL Elections -Senior Senators Levy and Young

Tabled to next meeting.

Part IX. Aging Network Roster -Consulting Executive Director Clare Smith

Completed and submitted to Senior Senator Levy a updated version of Aging Networks.

Members need to create a document noting all changes to be presented for committee review!

- Awards will be assigned to Session Planning Committee.

Regarding the Anne M. Mack Award: The plaque will include space for 18 names and will have a Rosewood frame. Exact wording for the plaque and a Picture is still needed to complete order. The plaque will be presented annually to the CSL member who writes the top proposal.

MOTION TO APPROVE COMMITTEE REPORT:

M/S/P (Kitty Mesler/ Carla Treuting)

MOTION BY JRC TO ACCEPT REPORT:

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

C. Budget and Finance- Senior Senator Carla Treuting

Three handouts were presented:

1. Pie Chart expressed the operating budget of expenses for CSL. Shows majority

- of expense is in the area of travel.
2. Budget Expense Summary showing CSL to be on track so far this ending of the fiscal year.
 3. A Draft Budget for 2011/2012 was presented for review.

MOTION TO APPROVE COMMITTEE REPORT:

M/S/P (Bruce Steir/Richard Dahlgren)

MOTION BY JRC TO ACCEPT REPORT:

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

D. Session Planning – Senior Senator Joe Cox

1. Banquet Expenses have been allocated at \$27,000 dollars. A meal selection was presented by Senior Assembly Member Rosenberg. Short discussion on option for the three different nightly meals. A vote was taken and the outcome was Night 1 – Dinner #2; Night 2 – Dinner #3; Night 3 – Dinner #4.
2. Upstairs lunch at the Capitol is scheduled and reserved. The number of people attending is still need.
3. Regarding Keynote Speakers we have three confirmed and more people have been invited.
4. Prices for program book ads will remain the same.
5. To lead the floor Session we have 1 Senator and 1 Assembly Member for Day 2. Senior Senator Levy requested permission to contact Assembly Member Holly Mitchell. Permission granted by Chair.
6. Session Planning budget report was given by Senior Assembly Member Tom We have increased Session budget since April 2011.
7. Review and Discuss Task Lists showed that we are on track for the month of June 2011. Hotel reservations moved to June
8. Volunteer Coordinator stated that we need for more volunteers.
9. Suggestions from Session Planning Members were recommendations to change the name of New Member Orientation. Discussion was tabled till next meeting.

MOTION TO APPROVE COMMITTEE REPORT:

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

MOTION BY JRC TO ACCEPT REPORT:

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

CLOSED SESSION REPORT

Joint Rules Committee Chair, Dahlgren, gave a report from the closed session. Chair asked every CSL member to support office staff. Decision was made to recommend we continue the Executive Director Contract which will be reviewed at the September JRC meeting .The Committee was informed that no resignation letter has been received by any CSL member.

E. AARP/Wal-Mart Project – Senior Assembly Member Evelyn Tom

1. AARP and CSL combine progress has hit a stand still until the re-districting is finalized. It is a work in progress and we are making head way. Plan to continue with the teleconferences with additional support from Executive Director Smith.
2. The Wal-Mart concept is moving more slowly than expected. Senior Assembly member Shirley Krohn is still actively working on a project.

MOTION TO REMOVE “ WAL-MART” FROM COMMITTEE NAME:

M/S/P (Richard Dahlgren/Jim Levy)

MOTION TO APPROVE COMMITTEE REPORT:

M/S/P (Joe Cox/ Richard Dahlgren)

MOTION BY JRC TO ACCEPT REPORT:

M/S/P (Jim Levy/ Kitty Mesler)

F. Personnel/Resource Manual- Senior Senator Lola Young

1. Add Personnel Section to Manual
2. Review of Organization Chart was tabled
4. Job Descriptions were handed out both in new DRAFT format and current Original format to all members for review. After a lengthy discussion Senior Senator Young asked that Members see the Draft versions to be a realistic version of duties that can be accomplished within the allotted time.

MOTION TO TABLE DISCUSSION ON JOB DESCRIPTIONS:

M/S/P (Jim Levy/ Carla Treuting)

MOTION TO APPROVE COMMITTEE REPORT:

M/S/P (Carla Treuting/ Jim Levy)

MOTION BY JRC TO ACCEPT REPORT:

M/S/P (Bruce Steir/ Kitty Mesler)

G. By-Laws Committee Report – Senior Senator Jim Levy

1. A By-Law Parliamentarian is need for this year. Nominate Scott Burns. (Fee is \$160.00)
2. Critical date for submitting changes is still June 30, 2011.
3. Procedure for adopting changes at Annual Session require a Sub-Committee Meeting to be arranged after June 30, 2011. Suggestion for Meeting in July 2011 In Sacramento, Ca (meeting held August 8, 2011).

Meeting was recessed at 5:00 p.m.

Tuesday, June 14, 2011, 9:00 a.m. to 12:00 p.m.

**Location: Vagabond Conference Room
909 Third Street, Sacramento**

IX. Legislative Committee Report – Vice Chair Richard Shontz

Next Legislative Committee will take place in Sacramento in July 2011. Annual Session Coordinator asked that Leg. Com. proofread the Legislative Proposals. Recommendations to continue with service of StateNet as a useful tool. It was reiterated that travel reimbursement for Members within the Committee will be authorized for any attendance at Hearings when required.

MOTION TO APPROVE COMMITTEE REPORT:

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

XI. Old Business – Chair Richard Dahlgren

Notification was given that we did make the minimum \$250,000 dollar contribution this year in donation from Code 402 (Franchise Tax Board). The Awards Committee was asked to get the Award forms out.

XII. New Business

Strategic Planning and Annual Report is still being discussed. Clare Smith gave a hand out to show contributions to the California Foundation on Aging (CFOA) as of March 31, 2011.

MOTION TO CONTINUE STATE NET SERVICE IN THE AMOUNT OF \$1650.00:

M/S/P/ (Joe Cox/ Carla Treuting)

Staff was directed to send out the Policy Committee Request Forms with a requested return date of July 29, 2011.

Adjournment was at 11:50 a.m.

Respectfully Submitted:

Crystal Wallace, Office Technician