Minutes of the CDA Executive Committee Meeting
CDA Building, 1201 K Street, Sacramento, California
January 31, 2020, 9:30 a.m. – 2:30 p.m.

Welcome and Call to Order

1. **Call to Order:** President Dr. Richard Nagy called the meeting of the executive committee (committee) to order at 9:53 a.m.

2. **Establishment of Quorum:** A quorum was established with the following members in attendance:
   - Dr. Richard Nagy, president
   - Dr. Judee Tippett-Whyte, president-elect
   - Dr. Ariane Terlet, vice president
   - Dr. John Blake, secretary
   - Dr. Del Brunner, immediate past president
   - Dr. Steven Kend, treasurer
   - Peter DuBois, executive director
   - Dr. Kerry Carney, editor*
   - Dr. Debra Finney, speaker*

   *Nonvoting participant

   **Guests:**
   - Dr. James Stephens, 13th district trustee

   **Staff:**
   - Kristine Allington, chief marketing officer
   - Jillian Andolina, strategic operations director
   - Christine Draa, chief people officer
   - Carrie Gordon, chief strategy officer
   - Kevin Roach, chief financial officer
   - Alison Sandman, chief legal officer
   - Bob Spinelli, chief executive officer, TDIC/IS
   - Jim Wiggett, interim chief executive officer, TDSC

3. **Approval of the Agenda:** The agenda was approved with the following additions:
   - ADA Emerging Trends Survey
   - ADA 13th District Trustee Report

   **Consent Agenda:** The committee adopted the following item on consent:

   1. December 5, 2019 Meeting Minutes

Regular Business

1. **Team Check-in:** The president conducted a team check-in.

2. **Officer Invitations, Calendar and Resources:** The committee received an overview of the resources available within BoardEffect including the officers’ calendar. The committee also reviewed the officer invitation process.

3. **Board Composition Workgroup:** The committee discussed the importance of continuing the board composition work, identifying the scope and potential members for a workgroup.

4. **TDIC Update:** The committee received an update regarding TDIC’s policy administration system replacement project.

5. **Advocacy Update:** The committee received an update regarding CDA’s current advocacy activities, including the budget and CDA sponsored bills.
6. **Compliance Reporting:** The committee received an overview of CDA’s new compliance program, *Ethics Point*, which was implemented based on the 2018 organizational risk assessment.

7. **Leadership Orientation Debrief:** The committee received an overview of the leadership trainings that have occurred to date, as well as information regarding upcoming trustee trainings.

8. **Zoom Meeting Discussion:** The committee discussed the new Zoom platform and the possibility of changing two in-person meetings to Zoom meetings.

**New Business**

1. **ADA Emerging Trends Survey:** The committee was advised of a survey that ADA plans to release to obtain information regarding issues and emerging trends of the districts, in which CDA opted out.

2. **ADA 13th District Trustee Report:** The committee received a written report, which Dr. Stephens expanded on during the meeting.

**Closed Session**

1. **TDSC Update:** The committee received an update regarding TDSC initiatives for continued growth.

2. **MICRA Update:** The committee received an update regarding the MICRA issue, including ballot measure campaign activity.

3. **Legal Update:** The committee received an update regarding legal matters.

**Adjournment:** The committee meeting adjourned at 2:21 p.m. The next meeting is scheduled for March 5, 2020 in Sacramento, California.

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On file

Secretary Signature                  Date Signed                  March 5, 2020

Date Approved