

Minutes of the Committee on Volunteer Placement Meeting

Teleconference August 4-5, 2023

Welcome and Call to Order

1. <u>Call to Order</u>: Chair Dr. Kenneth Jacobs called the meeting of the committee on volunteer placement (committee) to order at 1:02 p.m.

2. Establishment of Quorum: A quorum was established with the following members in attendance:

Dr. Kenneth Jacobs, chair
Dr. Sunjay Lad
Dr. Lucinda Lyon
Dr. Emad Ammar
Dr. Lindsey Robinson

Dr. Nava Fathi

Staff:

Jillian Ferrier, governance and strategic operations director Karen Mason, governance and leadership administrator Alison Sandman, chief legal officer

3. Approval of the Agenda: The agenda was approved as presented.

Consent Agenda: The committee adopted the following items on consent:

- 1. Minutes May 19, 2023
- 2. Government Affairs Council Incumbent Recommendation:

Approve Dr. Travis Smith to serve an additional term on Government Affairs Council, term beginning December 1, 2023.

Closed Session

- 1. <u>Deliberations Overview</u>: Legal counsel provided an overview regarding confidentiality requirements and appropriate evaluation methods.
- 2. <u>CDA Board of Directors Nomination Process</u>: The committee reviewed the board of directors' nomination process and information to support deliberations.
- 3. <u>CDA Board of Directors Interviews</u>: The committee interviewed board of directors' candidates per the established guidelines, asking a set of standardized interview questions.
- 4. <u>Council, Committee and Leadership Discovery Program (LDP) Deliberations</u>: The committee discussed the applications received for positions on the government affairs council, committee on volunteer placement and LDP and made preliminary placement recommendations.
- 5. <u>Leadership Discovery Program Discussion</u>: The committee discussed the success and future direction of LDP, with input to be forwarded to the board of directors for consideration.
- 6. <u>CDA Leadership Interviews</u>: The committee interviewed the incoming presidents (2024 and 2025) and CDA executive director to gain additional insight into future work and particular skill sets needed for CDA's governing bodies.
- 7. <u>Council, Committee and Leadership Discovery Program Recommendations</u>: Following further discussion regarding the candidates' ratings, skills and qualifications, the committee adopted the following resolution for further consideration by the CDA Board of Directors:

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Approve the 2024 council, committee and leadership discovery program recommendations.

8. <u>CDA Board of Directors Nomination</u>: Following interviews and an extensive deliberations process, the committee adopted the following resolution for further consideration by the Board of Component Representatives and CDA Board of Directors:

Approve Dr. Dennis De Tomasi and Dr. Virenchandra Patel as at-large directors for the CDA Board of Directors.

 CDA Board of Directors Nomination Report: Following the deliberations process, the committee approved the board of directors' nomination report, providing rationale for the nomination of Dr. Dennis De Tomasi and Dr. Virenchandra Patel.

Information Only:

- 1. 2024 Meeting Dates: The committee was provided with the 2024 meeting dates.
- 2. <u>Candidates for Non-CVP Placement</u>: The committee received a list of applicants that applied for the CDA Secretary and Treasurer positions, which were forwarded to the board of directors for nomination.

Adjournment: The committee meeting adjourned at 10:52 a.m.

Dr. kenneth Jacobs	10/5/2023	10/5/2023
Chair Signature	Date Signed	Date Approved