

CUPA-HR Northern/Central California Chapter  
Board Meeting Minutes (Conference call on 12/12/18)

The one-hour call/meeting took place at noon on Wednesday (12/12/18) afternoon

**Meeting Agenda:**

- **Roll call & Check In**
- **Approval of minutes for previous meeting (November)**
- **Budget and Expense Report**
- **Event and Project Planning**
  - **Fall Half Day Conference (November 8, 2018)**
  - **Upcoming Events**
    - **January Webinar – Topic Well-being/Self-Care**
    - **February Chapter Networking Event**
    - **June Spring Full-Day Conference**
- **Outstanding Business**
  - **HR Certifications**
  - **Board vacancies**

Board Members present: Christine Lovely, Shanice Whittaker, Wendy Lee, Vivian Lee, Penny Schafer, Marlene Denham, Tammy Kenber, Bob Ficken, Julie Johnson, Vickia Brinkley

Board Members not present: Sheila Javier, Emma Gordon, Holly Lindley

**Roll Call & Check In**

Each member shared a memorable holiday moment.

**Approval of the minutes (November)** –November meeting minutes will be approved at the January meeting.

**Budget and Expense Report**

- Checking Balance: \$8,424
- Savings Balance: \$50

**Event and Project Planning – January Webinar**

The board discussed possible topics for the January webinar. Every board member is asked to reach out to their EAPs for resources/speakers for the topic “HR’s role for employees’ physical and mental wellness during disasters (e.g. air quality, fires, earthquakes, etc.)” and to send any leads to Emma by end of this week.

The board has recommended for the webinar to be postponed by a couple of weeks to either the end of January or early February to allow members time to save the date on their calendars. A doodle poll with date options will be emailed out to the board.

Board has voted to have the webinar be 1.25 hours long. 1 hour of content and 15 minutes to share CUPA info such as upcoming events, etc.

The committee will reach out to HRCI and SHRM prior to the webinar to see if content is credit-eligible.

**Event and Project Planning – February Chapter Networking Event**

Committee is still working on securing a location. Dates will be dependent on availability of location. Committee will update board on progress by email.

**Event and Project Planning – June Spring Full-Day Conference**

The Spring Conference will be at Oracle on June 4, 2019. Committee for the Full-Day conference has been formed. The initial planning meeting has been set for January 22<sup>nd</sup> at 9am.

**Outstanding Business**

HRCI credit was provided for the 2018 Spring Full Day Conference. Wendy will communicate to all attendees the HRCI information.

Credits for the Fall Half Day Conference was not obtained since the request needs to be done prior to the event.

There are no pending invoices.

**Next Meeting:** January 9, 2018 at noon

Adjourned at 12:58pm