

District Planning and Advisory Council  
Human Resources Subcommittee

Minutes of the Meeting  
October 10, 2022  
Zoom/Virtual



**District Planning and Advisory Council  
Human Resources Planning Subcommittee**

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**Members Present:** Vicenta Arrizon (Co-Chair), Wendi DeMorst, Christina Gabler, Joan Kang, Sherri Lee-Lewis (Co-Chair), Denise Liu, Carol Long, Kymberlyn McBride, Rebecca Romo, Debra Willoughby, Lisa Winter

HR Resource Staff: Diana Pennington, Recording Staff Assistant

**Interested Party:**

**I. Call to Order/Introductions**

The meeting was called to order at 1:05 p.m.

**II. Public Comments**

A TEAMS folder has been created to provide documentation and update to HR members.

**III. Chair Updates**

- Student Representatives, Denise Liu and Esmeralda Hernandez, have voting rights.
- Subcommittee is governed by the Brown Act.
- A representative from the Faculty Association is still needed and will be appointed by Peter Morse.
- A chair's role is to facilitate meetings and discussions, while being a part of the subcommittee.

**IV. Approval of Minutes from 10/03/2022**

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Motion to Approve: Lisa Winter  
Seconded: Kymberlyn McBride  
Vote: Aye – 9            No – 1            Abstain – 0

**Follow-up:**

- Confirmed next meeting date and time

**Discussion:**

- Community Agreements were amended and agreed upon.
- A quorum is the number of half the members plus 1 (currently for quorum it is 7 and when the Faculty Association position is filled it will be 9)
- Committee agrees to potentially discuss the possibility of recommending additional language to subcommittee duties at a later time (end of Fall 2022/early Spring 2023)
- To present Diversity Best Practices for subcommittee to review and discuss at a future meeting
- Subcommittee agreed to shorten meeting times to 1.5 hours

**V. New Business**

1. AR 3435 – Discrimination and Harassment Complaints Investigations: Lisa Winter will submit a draft to the subcommittee 10 days prior to the next meeting for review and item will be discussed at the next meeting.

**VI. Dates for Next Meetings**

Monday, November 14, 2022 ( <i>tentative</i> )	1:00 p.m. – 2:30 p.m. Virtual
Monday, December 12, 2022	1:00 p.m. – 2:30 p.m. Virtual

**VII. Adjournment**

Motion to Adjourn: Christina Gabler  
Seconded: Joan Kang  
Vote: Aye – 11            No – 0            Abstain – 0

Meeting ended at 1:59 p.m.