

**NOMINATING COMMITTEE**  
**May 28, 2009**  
**MINUTES**

**CALL TO ORDER:** Dr. Newman called the meeting to order at 1:05 PM.

**PRESENT:** Dr. Donald Newman, Chair, Ms. Helen Galligan, and Ms. Cheryl Fama

**REVIEW OF COMMITTEE'S WORK PLAN:** It was confirmed that all committee members had received copies of the submitted applications from each of the three candidates. Ms. Fama noted that one was still incomplete due to a missing Form 700. The schedule for interviews was reviewed and confirmed:

1. Lawrence Cappel, Phd Community Health, Millbrae resident: May 28, 1 PM
2. Scott Hartley, Attorney, Millbrae resident: June 1, 2 PM
3. Dan Andersen, Marketing Executive, Burlingame resident: June 1, 3:30 PM

**INTERVIEW with MR. CAPPEL:** Dr. Newman opened the questioning by inquiring into Mr. Cappel's interest in the Board seat. Subsequent questions addressed areas such as his awareness of the District – its history, role today, responsibilities, and work; health care challenges in general and for the District; professional experience and its applicability to the Board's work, and other board experience.

Dr. Newman extended the opportunity for Mr. Cappel to ask questions and/or to add any additional comments. Mr. Cappel wrapped up his interview by emphasizing his long term commitment to health and to this community as demonstrated by his professional work in healthcare and his community volunteer service. He acknowledged the "new direction" of the District Board, the increased visibility of its good work, and the position and opportunity the District has in serving the health of the community and making a difference.

**NEXT STEPS:**

Ms. Fama noted that the Special Meeting of the Board at which this committee will report on the interviews for Board deliberations and action will be a public meeting held Wednesday, June 10 at 5 PM at a place to be determined. Mr. Cappel will be given the option to make a 2 minute presentation to the Board and public members in attendance. The meeting will also have an "Oral Comment" period at which time any member of the public will be allowed to speak for up to 2 minutes.

Dr. Newman thanked Mr. Cappel for his interest in the District Board and for his interview time. He was excused. The members then discussed the possibility of scheduling conflicts with the June 10<sup>th</sup> date; Ms. Fama was directed to seek an alternative.

**ADJOURNMENT:** The meeting was adjourned at 1:55 PM.

Respectfully written and submitted:

Approved:

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Cheryl A. Fama, C.E.O.

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Helen C. Galligan, Secretary