

## Breakout Session

### ***Board Procedures & Policies***

How things like Robert's Rules of Order, bylaws, and other rules guide the way a board operates, as well as an overview of the various policies all regional center boards must have, including Zero Tolerance, contracting, Conflict-of-Interest, Whistleblower, transparency, and the Regional Center Open Meeting Law.

1pm - Accounting Conference Room (6th Floor)

2pm - Brenda Smith Conference Room (1st Floor)

### **Jan Masaoka**

**Jan Masaoka** is CEO of the California Association of Nonprofits (CalNonprofits), a statewide alliance of 10,000 nonprofits, including ARCA. As a "chamber of commerce" for nonprofits, CalNonprofits advocates for a favorable economic and regulatory climate that enables nonprofits to do their best work. Jan was former CEO of CompassPoint, and is the author of several books including *Best of the Board Cafe* (Fieldstone), *A Nonprofit's Guide to HR* (Nolo), and with Jeanne Bell and Steve Zimmerman, *Nonprofit Sustainability: Making Strategic Decisions for Financial Viability* (Jossey Bass). She can be reached at [janm@calnonprofits.org](mailto:janm@calnonprofits.org).

### **Erin Bradrick**

**Erin Bradrick** is a Principal at NEO Law Group, where she provides corporate, governance, and tax counsel solely to nonprofits. Erin writes extensively and frequently speaks to various audiences on legal issues impacting the nonprofit sector. She also regularly conducts trainings for nonprofit staffs and Boards of Directors on a range of governance and legal issues. Erin is a graduate of UCLA and Yale Law School and, prior to joining NEO Law Group, was a litigator with Simpson Thacher & Bartlett LLP. In 2018, she was recognized as the "Outstanding Nonprofit Lawyer – Young Attorney" by the ABA's Nonprofit Organizations Committee.