

**SUMMARY ACTION MINUTES**  
**(Action Items Displayed in *Italics*)**

Irvine Ranch Historic Park, Irvine, CA

**1. ROLL CALL**

Commissioners Barbara Force Johannes, Marilyn Thoms, Steve Sarkis (not in roll call), Margrit Kendrick, Lynne Yauger, Pamela Harrell, Helen Myers, Lee Ramos, Phil Chinn, Bob Bunyan (not in roll call), Mechelle Lawrence-Adams, Steve Adamson, Alexandria Coronado (not in roll call), and Don Dobmeier.

Heather Glasgow, OC Parks  
Raylene Salcido, OC Parks  
Dennis Shaffer, OC Parks

**2. REVIEW OF SUMMARY ACTION NOTES**

None.

**3. COMMISSION STAFF REPORTS**

Dennis Shaffer gave an update on George Key Ranch. Construction has begun on the site, and all items are being stored offsite while the house is under construction.

Shaffer also informed the Commission that a recruiter has been assigned to begin the process of hiring staff at the Archaeo/Paleo lab.

**4. OC PARKS STAFF REPORTS**

None.

**5. ELECTION OF 2019 OFFICERS**

The Nominating Committee called for a vote on the nominees for the 2019 officers.

Chair- Helen Myers

Vice Chair- Lee Ramos

1<sup>st</sup>- Commissioner Chinn

2<sup>nd</sup>- Commissioner Kendrick

14-0, unanimous pass. *Elected officers will take office at the February meeting.*

**6. COMMISSIONER CHAIR REPORT**

Commissioner Thoms reflected on her time as Chair and the accomplishments the Commission has achieved in that time.

**7. OCHC FOCUS TEAM DISCUSSION**

Shaffer led the Commission in a discussion regarding the focus teams. He invited feedback, answered questions, and gave more detailed information on the proposed work for each team.

*Strategic Planning Team will be renamed the Advisory Team.*

*The Finance Team will meet with staff and a budget analyst for further clarification on the Trust Fund process.*

*The Commission will look into providing a yearly update on projects and accomplishments to the Board of Supervisors in July.*

#### **8. COMMISSIONER REPORTS**

Commissioners gave updates on the recent happenings in their communities and individual historical societies.

Commissioner Ramos gave an update on the plaque unveiling ceremony at the Diego Sepulveda Adobe to be held on January 12<sup>th</sup> at 10am.

*Discussion of a donation for the OC Historical Society's centennial will be added to the February agenda.*

#### **9. PUBLIC COMMENTS**

None.

**ADJOURNMENT: 11:56 a.m.**