



In the Matter Of:

O.C. Fair and Event Center

GOVERNANCE COMMITTEE WORKSHOP

September 30, 2020

Case No:

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32ND DISTRICT AGRICULTURAL ASSOCIATION
ORANGE COUNTY FAIR & EVENT CENTER
GOVERNANCE COMMITTEE WORKSHOP
WEDNESDAY, SEPTEMBER 30, 2020
4:00 P.M.

Reported by:

Patricia Garrido

CSR No. 14364

CERTIFIED COPY

32ND DISTRICT AGRICULTURAL ASSOCIATION

ORANGE COUNTY FAIR & EVENT CENTER

GOVERNANCE COMMITTEE WORKSHOP

WEDNESDAY, SEPTEMBER 30, 2020

4:00 P.M.

Meeting of the OCFEC Board of Directors Governance
Committee Workshop, stenographically reported by
Patricia Garrido, a Certified Shorthand Reporter for the
State of California, commencing at 4:00 p.m. and ending
at 4:46 p.m., Wednesday, September 30, 2020, Via Zoom.

APPEARANCES OF BOARD MEMBERS:

Natalie Rubalcava-Garcia, Chair
Doug La Belle, Vice Chair
Ashleigh Aitken, Director
Barbara Bagneris, Director

ALSO PRESENT:

Michele Richards, CEO
Ken Karns, COO
Summer Angus, Meeting Secretary Executive Assistant
Tammy Lohr, Moss Adams Business Consultant

1 APPEARANCE OF BOARD COUNSEL:

2 DEPUTY ATTORNEY GENERAL
3 JOSHUA CAPLAN
4 600 West Broadway, Suite 1800
5 San Diego, California 92101-3375
6 Phone: 619-738-9000
7 Fax: 619-645-2271

8 PUBLIC SPEAKERS:

9 Reggie Mundekis

32ND DISTRICT AGRICULTURAL ASSOCIATION

ORANGE COUNTY FAIR & EVENT CENTER

GOVERNANCE COMMITTEE WORKSHOP

WEDNESDAY, SEPTEMBER 30, 2020

4:00 P.M.

CHAIR RUVALCAVA-GARCIA: Okay. Perfect. We'll go ahead and get started. So welcome, everybody, to the second Governance Committee Workshop. Today is September 30th, just for those of you who needed a reminder like myself. So just wanted to mention that this is a publicly noticed meeting of the Board Governance Committee, which is responsible for updating board policies for the 32nd DAA.

I would like to invite members of the public, however, to participate openly in the process. So I know that it appears to be a very formal meeting, but we are open to hearing and invite feedback from everybody who would like to participate.

So at this time I'd like to call the meeting to order. All matters noticed on this agenda in any category may be considered for action as listed. Any item not so noticed may not be considered. Items listed on this agenda may be considered in any order or at the

1 discretion of the Chairperson. 16:01:13

2 The mission of OC -- of the Orange County Fair 16:01:16
3 and Event Center is celebration of Orange County's 16:01:19
4 communities, interests, agriculture, and heritage with 16:01:21
5 results justifying resources expended. At this time I'd 16:01:25
6 like to ask Reggie Mundekis to lead us in the pledge of 16:01:29
7 allegiance. 16:01:35

8 REGGIE MUNDEKIS: Well, thank you, Chair 16:01:36
9 Ruvalcava. 16:01:49

10 (Pledge of Allegiance conducted.) 16:01:51

11 CHAIR RUVALCAVA-GARCIA: Thank you, Reggie. 16:02:02

12 Summer, can we please get roll call, please. 16:02:04

13 SECRETARY ANGUS: Sure. Chair 16:02:08
14 Ruvalcava-Garcia? 16:02:09

15 CHAIR RUVALCAVA-GARCIA: Present. 16:02:10

16 SECRETARY ANGUS: Director Bagneris? 16:02:11

17 DIRECTOR BAGNERIS: Present. 16:02:16

18 SECRETARY ANGUS: And Director La Belle, are 16:02:17
19 you there? 16:02:20

20 VICE CHAIR LA BELLE: I am here. 16:02:21

21 SECRETARY ANGUS: Welcome. 16:02:23

22 VICE CHAIR LA BELLE: Thank you. 16:02:24

23 CHAIR RUVALCAVA-GARCIA: Welcome, Director La 16:02:24
24 Belle. 16:02:26

25 Now, on to Agenda Item 5, Matters of Public 16:02:27

1 Comment. Speakers are requested to sign in prior to the 16:02:30
2 start of the meeting and are limited to three minutes. 16:02:33
3 Public comment is allowed on issues not on the current 16:02:36
4 agenda. However, no debate by the Board shall be 16:02:39
5 permitted on such public comments and no action will be 16:02:43
6 taken on such public comment items at this time. 16:02:46

7 Comment will be accepted on agenda items during 16:02:49
8 the meeting. Speakers wishing to address the Board on 16:02:51
9 items on the agenda are requested to sign in prior to 16:02:56
10 the start of the meeting and identify the agenda item on 16:02:59
11 which you desire to address the Board. Speakers are 16:03:01
12 limited to three minutes, but as I previously mentioned, 16:03:04
13 since this is a less formal meeting of the Board of 16:03:04
14 Directors and really intended to engage members of the 16:03:12
15 public, I do welcome any comment on all of the 16:03:15
16 governance policies that we'll be reviewing today and it 16:03:19
17 can go beyond the three-minute period that we have on 16:03:23
18 the agenda. 16:03:27

19 All right. So any questions at this time? 16:03:28

20 Okay. Perfect. So just as a brief reminder, we did -- 16:03:32
21 we are working with Moss Adams. They are the firm who 16:03:37
22 is assisting the Board of Directors in reviewing and 16:03:41
23 updating all of the governance policies. These policies 16:03:45
24 really guide the Board's direction and ensure that we 16:03:49
25 are following state guidelines. So they are a very 16:03:53

1 important part of what we do. 16:03:56

2 So with that, I would like to go on to agenda 16:03:58

3 Item 6, which is Review and Discuss Draft Policies. Can 16:04:03

4 we go ahead and move on to policy 4.1 -- 01, General 16:04:07

5 Responsibilities? 16:04:20

6 CEO RICHARDS: I'm going to have to change 16:02:24

7 screens here for just one second. 16:02:24

8 CHAIR RUVALCAVA-GARCIA: Thank you. And we did 16:04:22

9 solicit comments from the public prior to this meeting. 16:04:30

10 So I'd like to thank any of you who did provide feedback 16:04:30

11 and we did review and take into consideration. I 16:04:30

12 believe we do not have any comments on the first item, 16:04:31

13 which is General Responsibilities, but the comments do 16:04:36

14 start on Item 40.04, which is Board Planning. So just 16:04:40

15 don't let me forget to refer to that, Michele, thank 16:04:46

16 you. 16:04:47

17 CEO RICHARDS: And also, Natalie, Tammy Lohr 16:04:47

18 from Moss Adams is on the call now. 16:04:48

19 CHAIR RUVALCAVA-GARCIA: Great. Thank you, 16:04:53

20 Tammy. I'd just like to introduce Tammy to everybody 16:04:55

21 who's on this call today. Tammy is with Moss Adams, and 16:04:57

22 they are assisting us in this process -- or really 16:05:00

23 guiding us, so thank you. 16:05:04

24 TAMMY LOHR: Absolutely. Happy to be here. 16:05:06

25 CHAIR RUVALCAVA-GARCIA: Perfect. All right. 16:05:09

1 So let's go ahead and review Policy 4.01, which is 16:05:10
2 General Responsibilities. And just to give everybody, 16:05:16
3 for the sake of transparency, an overview on the current 16:05:18
4 progression. So currently Director Bagneris and myself 16:05:23
5 will review the policies. We work with Michele Richards 16:05:27
6 very closely, and counsel does review the policies as 16:05:31
7 well. The first draft comes from Moss Adams. So there 16:05:35
8 is a lot of oversight involved in this process, and now 16:05:39
9 we're bringing it to members of the public so you can 16:05:42
10 also weigh in on what we've come up, here. So all 16:05:46
11 feedback is welcome at this time. 16:05:47

12 Okay. So this one is pretty straightforward. 16:05:56
13 If I'm hearing that there is no comment on this one then 16:06:00
14 we can go ahead and move on to the second board policy. 16:06:00
15 And then just to recap, this policy really outlines the 16:06:13
16 core responsibilities of the 32nd DAA. So it's a very 16:06:13
17 high-level overview and then we'll get into more detail 16:06:23
18 on the other policies. 16:06:23

19 Okay. So hearing that there are no comments, 16:06:23
20 we're going to go ahead and move on to Board Policy 16:06:26
21 4.02, which is Authority and Accountability. 16:06:29

22 REGGIE MUNDEKIS: Hi, Chair Ruvalcava-Garcia, 16:06:40
23 it's Reggie Mundekis. 16:06:43

24 CHAIR RUVALCAVA-GARCIA: Hi, Reggie. 16:06:46

25 REGGIE MUNDEKIS: Hi. I have a general 16:06:47

1 question. And if you choose to answer it at another 16:06:48
2 time, that's fine. We have existing policies, which 16:06:51
3 conflict and in quite -- and in several cases contradict 16:06:55
4 the new policies that we're adopting. And what is going 16:07:00
5 to be a process for unadopting or clearing out the 16:07:03
6 exiting policies so that we just have a clean book of 16:07:08
7 these new policies going forward? Thank you. 16:07:12

8 CHAIR RUVALCAVA-GARCIA: And that's a great 16:07:15
9 question. So -- and I'll attempt to answer this, and 16:07:18
10 correct me if I'm wrong, Tammy, but these will replace 16:07:19
11 existing -- so once we go through this public process, 16:07:24
12 at some point we will bring this back to the Board, 16:07:29
13 agendize, and ask the Board to take action in adopting 16:07:31
14 these new set of policies, which will replace any 16:07:35
15 policies that were previously in place. Is that 16:07:38
16 correct? 16:05:06

17 TAMMY LOHR: Yes. That's the -- that's the 16:07:43
18 typical process. These policies, once adopted, would 16:07:45
19 supercede all other existing policies. 16:07:48

20 REGGIE MUNDEKIS: And so that means that the 16:07:52
21 ones we've already approved have already superceded. 16:07:54

22 CEO RICHARDS: If I could add a comment. 16:08:01
23 Attorney Caplan did confirm that once the Board votes to 16:08:01
24 adopt the policies that they are in place and they 16:08:04
25 supercede any previous policy. So the introduction 16:08:07

1 groups one and two policies were adopted by the Board 16:08:12
2 already. 16:08:16

3 REGGIE MUNDEKIS: Yes. 16:08:17

4 CHAIR RUVALCAVA-GARCIA: But Reggie, if there's 16:08:19
5 anything that pops out at you that is glaring or 16:08:20
6 missing, please feel free to bring it up because I, you 16:08:24
7 know, if I fail to see it or there might be a reason why 16:08:27
8 we removed it from this batch of policies. And I also 16:08:30
9 just want to mention that Director Aitken is now on the 16:08:39
10 call. Hi, Ashleigh. Thank you for joining us. 16:08:43

11 Okay. So moving on to board policy 4.02 16:08:50
12 Authority and Accountability. This policy is outlining 16:08:56
13 the general authority and accountability of the 32nd 16:09:05
14 DAA. Just briefly to state this really highlights the 16:09:05
15 individual members of the Board are appointed by the 16:09:08
16 governor. And all board members are state officers and 16:09:12
17 obligated to act in the overall best interest of the 16:09:17
18 32nd DAA. So it's a very straightforward policy as 16:09:20
19 well. 16:09:21

20 Any questions or comments on this one? Okay. 16:09:24
21 So hearing that there are none, I'm going to go ahead 16:09:40
22 and move on to Board Policy 4.03, Organizational 16:09:43
23 Planning. Are there any questions on this policy? 16:09:49
24 Questions? Comments? Okay. And hearing that there are 16:09:57
25 none, I mean the main takeaway from this one is the 16:10:13

1 Board is responsible for strategic planning initiatives 16:10:18
2 and other priorities of the 32nd DAA. 16:10:22

3 So hearing that there are none, I'm going to go 16:10:27
4 ahead and move on to Board Policy 4.04, which is Board 16:10:27
5 Planning. And I did have a question or a comment that 16:10:32
6 came in from a member of the public. And one of the 16:10:38
7 questions was: In the list following the statement "the 16:10:43
8 following activities will be determined" a reference is 16:10:46
9 made to SANS Security Awareness Training. What does 16:10:49
10 SANS stand for? 16:10:55

11 So I actually have the answer to that thanks to 16:10:57
12 Michele. So SANS stands for System And Networking 16:11:01
13 Security. This is the training -- is focused on network 16:11:06
14 security use of the Orange County Fair and Event Center 16:11:07
15 communications systems, for example, e-mail, password 16:11:12
16 security, stuff along that line. 16:11:16

17 Any further questions or comments on Board 16:11:23
18 Policy 4.04, Board Planning? Okay. So hearing that 16:11:26
19 there are none, I'm going to go ahead and move on to 16:11:36
20 Board Policy 4.05, which is Financial Stewardship. 16:11:40

21 And this is a pretty robust policy, so I'll 16:11:48
22 give everybody a couple minutes to review this one to 16:11:52
23 see if there's any additional comments. I would like to 16:11:56
24 take everybody who's on this call's attention to page 16:12:11
25 four. We do have a comment under Delegation of Contract 16:12:12

1 Signature Authority, and I'm just going to read it for 16:12:16
2 the sake of the record. 16:12:18

3 "In accordance with Board Bylaws Article VI, 16:12:18
4 the Board may authorize any officer or agent of the 32nd 16:12:18
5 DAA to enter into any contract on behalf of the 32nd 16:12:28
6 DAA. Within this context, the Board authorizes the CEO 16:12:32
7 contract signature authority to execute a check or 16:12:35
8 purchase commitment of 50,000 or less. Notwithstanding 16:12:38
9 the foregoing, the Board authorizes the CEO contract 16:12:43
10 signature authority to execute talent guarantees of 16:12:46
11 400,000 or less." 16:12:50

12 There is a comment here on whether or not we 16:12:52
13 should increase this amount given the talent costs -- or 16:12:55
14 increase in talent costs. Any comments on this item? 16:12:59

15 CEO RICHARDS: Natalie, I believe the current 16:13:11
16 limit is 300,000, but the committee was going to bring 16:13:12
17 forward the recommendation to increase that to 400,000 16:13:17
18 so -- and I think we left that open for discussion with 16:13:19
19 the full board. 16:13:22

20 CHAIR RUVALCAVA-GARCIA: Yeah. So just to 16:13:24
21 bring this one to everybody's attention, if there are 16:13:26
22 any objections at this point, we'd be open to hearing 16:13:28
23 what that might be. If we do not have any, then we'll 16:13:33
24 go ahead and bring this policy to the Board for review 16:13:37
25 and approval at an upcoming board meeting. 16:13:40

1 REGGIE MUNDEKIS: Hi, Chair Ruvalcava-Garcia. 16:13:45

2 This is Reggie Mundekis. No objections. 16:13:47

3 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. 16:13:49

4 Thanks, Reggie. Any other comments on this policy? 16:13:51

5 CEO RICHARDS: I had some additional comments 16:14:01

6 here that are outlined. I know the public had access to 16:14:04

7 this as well. We're in -- staff is in the process of 16:14:08

8 confirming this information with CDFA. They, in the 16:14:12

9 past, have made periodic changes to the travel 16:14:16

10 requirements for -- for staff and board members. 16:14:21

11 I just want to make sure that the references 16:14:25

12 we're including in the policy are correct. So we'll 16:14:27

13 have those confirmed before the board meeting, before it 16:14:30

14 goes through, you know, to the full board for review. 16:14:34

15 CHAIR RUVALCAVA-GARCIA: And you're referring 16:14:37

16 to page seven? 16:14:39

17 CEO RICHARDS: That's correct. Yep. Yep. 16:14:43

18 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. Okay. 16:14:45

19 Great. So if there are no further comments on this 16:14:46

20 board policy, we'll go ahead and move on to 4.06, which 16:14:51

21 is Risk Management. And I do have one public comment on 16:14:57

22 this. 16:15:01

23 "Under 'Safety and risk management activities 16:15:01

24 are multi-faceted and include:' add 'Assessing safety 16:15:05

25 risks and taking actions to minimize risks to life and 16:15:05

1 property.' Not a bad suggestion. Up to the committee 16:15:12
2 how you want to discuss." 16:15:17
3 CEO RICHARDS: That would go in this section 16:15:20
4 here. 16:15:22
5 CHAIR RUVALCAVA-GARCIA: Under 4.06. 16:15:22
6 CEO RICHARDS: Uh-huh. 16:15:27
7 CHAIR RUVALCAVA-GARCIA: And I'm open to 16:15:27
8 discussion on this one. Barbara or Reggie? 16:15:28
9 REGGIE MUNDEKIS: That was my comment, so I 16:15:41
10 support it. It just makes it really, super clear. 16:15:43
11 CHAIR RUVALCAVA-GARCIA: Right. 16:15:48
12 REGGIE MUNDEKIS: I was good with that. 16:15:53
13 CHAIR RUVALCAVA-GARCIA: Safety and risk. 16:15:54
14 REGGIE MUNDEKIS: It's Reggie Mundekis, again. 16:16:03
15 We either need to change the title where it says 16:16:04
16 "Responsibilities of the Financial Monitoring Committee" 16:16:09
17 to include audit and compliance committee or just give 16:16:09
18 audit and compliance a separate heading just for 16:16:15
19 typesetting reasons, just to make it easier to read. 16:16:16
20 It's a little thing. 16:16:21
21 CHAIR RUVALCAVA-GARCIA: Is that on this 16:16:23
22 policy? 16:16:24
23 REGGIE MUNDEKIS: Yes. 16:16:03
24 CHAIR RUVALCAVA-GARCIA: 4.06? 16:16:03
25 REGGIE MUNDEKIS: It's on page two, further 16:16:03

1 down that page. 16:16:29

2 CHAIR RUVALCAVA-GARCIA: Okay. 16:16:03

3 CEO RICHARDS: Right here. 16:16:32

4 CHAIR RUVALCAVA-GARCIA: Oh, I see it. 16:16:09

5 Responsibilities and financial monitoring committee. 16:16:09

6 And what was your recommendation, Reggie? 16:16:34

7 REGGIE MUNDEKIS: It says responsibilities of 16:16:03

8 financial monitoring committee, gives a list of things 16:16:38

9 that that committee does, and then starts talking about 16:16:38

10 audit and compliance committee. 16:16:38

11 CHAIR RUVALCAVA-GARCIA: Oh, yes. 16:16:03

12 REGGIE MUNDEKIS: This, typesetting-type issue. 16:16:03

13 CHAIR RUVALCAVA-GARCIA: Yeah so we could 16:16:54

14 always add "Responsibilities of the Audit and Compliance 16:16:54

15 Committee" right above that. Okay. Great. 16:16:56

16 CEO RICHARDS: (Inaudible) That's easy. 16:17:03

17 CHAIR RUVALCAVA-GARCIA: (Inaudible) The 16:17:07

18 suggestion, definitely for at least clarity. 16:17:07

19 (Inaudible) Okay. Great. And then I'm okay with adding 16:17:11

20 the recommendation by Reggie to -- under "Safety and 16:17:15

21 risk management activities." 16:17:18

22 REGGIE MUNDEKIS: I am as well. 16:17:22

23 CEO RICHARDS: Okay. Good. I've made a note. 16:17:24

24 I'll take note of those changes. 16:17:29

25 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. Thank 16:17:32

1 you. All right. Any other comments on Board Policy 16:17:32
2 4.06? Okay. Hearing that there are none, I'm going to 16:17:35
3 go ahead and move on to 4.07, Records Management Policy. 16:17:41
4 Okay. So we do have quite a few notes on this one. 16:17:46

5 Okay. So this one CDFA has related sample 16:18:02
6 policies. And one of the recommendations during this 16:18:08
7 process that I made is that we include the policy just 16:18:08
8 for transparency purposes. So that's just a 16:18:11
9 recommendation, instead of always referring back to a 16:18:15
10 CDFA policy that might, you know, change at some point. 16:18:19
11 At least we can reference what the intended policy was 16:18:23
12 within this document. 16:18:25

13 So that's a recommendation that I made, and I'm 16:18:26
14 open to feedback from people -- everybody on this call 16:18:29
15 today. Okay. And Tammy, do you have any thoughts on 16:18:35
16 that one, especially since records management is such an 16:18:45
17 important part of the transparency process for the 32nd 16:18:49
18 DAA as a state agency? 16:18:54

19 TAMMY LOHR: Yeah. So when we looked at that 16:18:57
20 CDFA policy, we found that it was pretty operational and 16:19:00
21 that's why we had originally designed the policy in this 16:19:06
22 way. For the policy is effectively delegating that 16:19:07
23 authority to the CEO. 16:19:12

24 So our recommendation would be to take that 16:19:13
25 policy and sort of pull out a high-level requirement and 16:19:15

1 then incorporate those here under the policy statement 16:19:20
2 so that it clearly outlines what those requirements are 16:19:24
3 without being prescriptive in terms in how it's 16:19:28
4 operationalized and, again, delegating that 16:19:31
5 operationalization to the CEO. That's our thought 16:19:33
6 process on it. 16:19:36

7 If you don't want to get too in the weeds at 16:19:37
8 this level, especially if we think about technology 16:19:40
9 changing and systems changing and how you're actually 16:19:45
10 retaining your records over time, that's our 16:19:47
11 recommendation is to include this sort of high-level 16:19:51
12 requirement pier and then delegate the authority to the 16:19:51
13 CEO to develop the system and ensure that it's 16:19:56
14 operational. 16:20:00

15 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. Is it 16:20:01
16 possible for you and your team to take a look at that, 16:20:02
17 since you already looked at that CDFA policy and maybe 16:20:06
18 extract the high-level points that we can include in 16:20:10
19 this policy? 16:20:11

20 TAMMY LOHR: Absolutely. We can do that. 16:20:12

21 CHAIR RUVALCAVA-GARCIA: Thank you. 16:20:16

22 CEO RICHARDS: Tammy, if you can send those to 16:20:18
23 me, I'll incorporate them into the document for the next 16:20:21
24 board meeting. 16:20:24

25 TAMMY LOHR: Okay. And what's the turn around 16:20:26

1 time to buyers for that? 16:20:28

2 CEO Richards: The meeting is on the 22nd of 16:20:32
3 October. We will post materials by Friday the 16th. So 16:20:32
4 if you could get them to me, you know, by the 14th, for 16:20:37
5 example, that gives us a couple of days. 16:20:42

6 TAMMY LOHR: No problem. 16:20:46

7 CEO RICHARDS: Yeah. Perfect. 16:20:48

8 CHAIR RUVALCAVA-GARCIA: Yeah. And members of 16:20:48
9 the public and on the call for this workshop, so that'll 16:20:50
10 be posted. And since it'll still be an action item, 16:20:52
11 we'll take public comment on this item just in case you 16:20:55
12 have any feedback on the points that are included in the 16:21:00
13 updated version of policy 4.07. 16:21:03

14 Any additional questions or comments on that 16:21:09
15 policy? Okay. Hearing that there are none, I'm going 16:21:12
16 to go ahead and move on to Board Policy 4.08, which is 16:21:17
17 Personnel Policy. And Reggie did provide a comment on 16:21:21
18 this one. So "Under 'Policy' change 'comply with all 16:21:30
19 applicable state a federal labor laws to 'to comply with 16:21:34
20 all applicable state a federal labor laws, policies, and 16:21:34
21 regulations.' The state has body of administrative 16:21:46
22 policies and regulations, which are applicable to the 16:21:46
23 32nd DAA." 16:21:49

24 Okay. Any comments on or suggestions on that 16:21:51
25 feedback that we received from Reggie on policy 4.08? 16:22:03

1 DIRECTOR BAGNERIS: Problem with it? I was 16:22:18
2 wondering, though, Michele, those were comments, I 16:22:18
3 think, that also -- that came from Josh. So we probably 16:22:18
4 have to run these by him again as well. 16:22:22

5 CEO RICHARDS: Yeah. 16:22:26

6 DIRECTOR BAGNERIS: If we change it. 16:22:27

7 CEO RICHARDS: Sure. And that's an easy add. 16:22:27
8 I can make that right here, where we're talking about. 16:22:29
9 So adding comma policies and regulations. 16:22:32

10 DIRECTOR BAGNERIS: Yes. 16:22:37

11 CHAIR RUVALCAVA-GARCIA: Yeah. I don't really 16:22:38
12 see an issue with it, but I agree with Director Bagneris 16:22:43
13 to double check with Josh. Okay. Any additional 16:22:49
14 questions or comments on this policy? And Tammy, I do 16:22:53
15 just want to thank you guys because you -- it's a very 16:23:02
16 straightforward process now it just -- I think it's 16:23:07
17 clear English, right? And I think that's something that 16:23:10
18 we always want to achieve. So thank you. 16:23:14

19 TAMMY LOHR: That was the goal. Absolutely. 16:23:17
20 We're happy to help. 16:23:19

21 CHAIR RUVALCAVA-GARCIA: What good is a policy 16:23:21
22 if nobody can interpret it? So -- 16:23:24

23 TAMMY LOHR: Yeah. Get rid of the legalese. 16:23:27

24 CHAIR RUVALCAVA-GARCIA: Exactly. Exactly. 16:23:32
25 Not even the lawyers can understand it. All right. So 16:23:32

1 we're going to go ahead and go on to agenda item 4. -- I 16:23:36
2 mean, Policy 4.09, Community Relations and Advocacy. I 16:23:39
3 don't have any comments on that one. Any questions or 16:23:46
4 feedback on this policy? 16:23:54

5 REGGIE MUNDEKIS: Reggie Mundekis here. I like 16:24:00
6 it because it's clear as to who -- as to -- it defines a 16:24:01
7 playing field as far as who carries the ball at certain 16:24:08
8 times. And usually that's at a time where you have to 16:24:13
9 make a quick decision or make a quick statement so it's 16:24:16
10 -- it clarifies that, and I think that's very helpful to 16:24:19
11 everyone involved. 16:24:21

12 CHAIR RUVALCAVA-GARCIA: Thank you, Reggie. 16:24:22
13 Yeah. That -- that was definitely the objective for 16:24:24
14 this one, so thank you. And we actually -- Director 16:24:27
15 Bagneris and Michele and myself spent quite some time on 16:24:30
16 this one just making sure that he were outlining, you 16:24:33
17 know, what -- what the objective for some of these 16:24:37
18 committees are, so thank you. 16:24:40

19 Any additional feedback on this one? And 16:24:44
20 hearing that there are none, I'm going to go ahead and 16:24:47
21 move on to policy 4.10, which is Sponsorships. Okay. 16:24:49
22 So I do have a comment from Reggie. Reggie, do you want 16:25:05
23 me to read your comment or would you like to read your 16:25:09
24 comment on this one? 16:25:12

25 REGGIE MUNDEKIS: I can -- I can read it. 16:25:14

1 It's -- I have a -- it's in three parts and I can -- do 16:25:17
2 you want me to do each part and then allow for 16:25:20
3 discussion or go through the whole thing? 16:25:23

4 CHAIR RUVALCAVA-GARCIA: That'd be perfect, 16:25:26
5 yeah. That works. 16:25:28

6 REGGIE MUNDEKIS: Okay. The first thing is a 16:25:30
7 question. Is an in-kind trade where an event is given 16:25:30
8 reduced or free rent in exchange for promoting the 16:25:36
9 Orange County Fair and Event Center considered a form of 16:25:38
10 sponsorship? 16:25:42

11 There's an argument that an in-kind trade is a 16:25:43
12 sponsorship of Orange County Fair and Event Center by 16:25:47
13 the group receiving the benefit and, as such, should be 16:25:51
14 covered by any policies regarding sponsorship. 16:25:55

15 CHAIR RUVALCAVA-GARCIA: So I think we might be 16:26:00
16 able to -- because that in-kind is not within this 16:26:01
17 sponsorship at all, right? So I think the reason why is 16:26:06
18 now it would be deemed a gift of public funds, and 16:26:09
19 correct me if I'm wrong, Michele, but we have received 16:26:12
20 guidance, Reggie -- 16:26:15

21 REGGIE MUNDEKIS: Okay. 16:26:16

22 CHAIR RUVALCAVA-GARCIA: From the GA's office 16:26:17
23 that there will be no -- there's policies that really 16:26:18
24 prohibit the 32nd DAA from doing any kind of in-kind 16:26:21
25 trade with any agency or business or, you know, a 16:26:25

1 potential sponsor of the fair. 16:26:29

2 CEO RICHARDS: If I could add -- if I could add 16:26:34
3 something to that too. This policy is meant to address 16:26:35
4 when the 32nd DAA is soliciting sponsorships for the 16:26:43
5 events that we have. For example, for the OC Fair for 16:26:50
6 Imaginology. This does not apply either with cash goods 16:26:54
7 or services-in-kind for the 32nd DAA to sponsor an event 16:27:00
8 or a property because, that, we do not have the 16:27:07
9 statutory authorization to do that. 16:27:11

10 So as it was explained to us, the money can 16:27:14
11 flow our way, it can't flow out from -- from the 16:27:18
12 organization. So I'll give you an example of an in-kind 16:27:22
13 sponsorship that benefits the 32nd DAA: We have an 16:27:28
14 in-kind trade with the Orange County Register every 16:27:31
15 year. We provide them logo recognition placement on our 16:27:36
16 website, presence in our -- our advertising and 16:27:44
17 marketing for the fair; in exchange, they provide us 16:27:49
18 with ad space in the Register. 16:27:53

19 So that's an example of an in-kind trade that 16:27:57
20 benefits the 32nd DAA. But, again, we do not have 16:28:00
21 authorization to sponsor an event, a property, or an 16:28:04
22 organization. 16:28:10

23 REGGIE MUNDEKIS: Thank you for the 16:28:12
24 clarification on that. 16:28:14

25 CEO RICHARDS: Sure. 16:28:17

1 CHAIR RUVALCAVA-GARCIA: And that was a good 16:28:17
2 question. And it's actually something that we recently 16:28:18
3 discovered, so we're making sure that we remedy 16:28:19
4 everything moving forward. 16:28:22

5 CEO Richards: Yeah. I think that's a good 16:28:24
6 point, Natalie. There may have been instances where 16:28:25
7 that has happened in the past, but since we were 16:28:28
8 informed otherwise, obviously, that's not something that 16:28:32
9 we'll -- we'll do in the future. 16:28:35

10 CHAIR RUVALCAVA-GARCIA: Perfect. And then, 16:28:39
11 Reggie, do you want to go ahead and talk a little bit 16:28:40
12 about your comment on the sponsorships with party 16:28:43
13 politics, religious organizations. 16:28:51

14 REGGIE MUNDEKIS: Yes. My comment is 16:28:54
15 regarding -- is regarding the portion -- it says to 16:28:56
16 ensure that the 32nd DAA is perceived -- we're skipping 16:28:58
17 a bit -- will not enter into a sponsorship discussion 16:29:02
18 with organizations with a primary focus on party 16:29:03
19 politics, religious organizations, and/or activities. I 16:29:03
20 think that's a good policy, and that aligns with state 16:29:11
21 law and avoids legal entanglements for -- for the 16:29:15
22 fairgrounds. So I support that not being allowed. 16:29:23

23 CHAIR RUVALCAVA-GARCIA: Perfect. Thank you. 16:29:29
24 And we agree with you on that. And I think this policy 16:29:30
25 definitely provides clarity for, you know, staff as well 16:29:34

1 as the Board. Any additional comments on that from 16:29:39
2 members of the public? Okay. And then regarding 16:29:47
3 procedure, Reggie? 16:29:52

4 REGGIE MUNDEKIS: Yes. Under Procedure it says 16:29:54
5 that the Board must approve any sponsorship agreement 16:29:57
6 that one exceeds 31 percent of the overall revenue 16:30:02
7 budget for the year and some other terms. I am 16:30:07
8 concerned that that's a very high bar, given that the 16:30:12
9 annual budget is around 50 million dollars, we're 16:30:16
10 looking at -- you have to hit 15 million dollars for a 16:30:21
11 sponsorship contract before the Board has to be notified 16:30:22
12 about it. 16:30:26

13 I'm just seeing this as something that can 16:30:28
14 cause problem because, quite frankly, there are many 16:30:30
15 legal businesses which you don't want to have 16:30:34
16 sponsorships from, and when you accept a sponsorship, 16:30:39
17 you're allowing someone to put their name with your 16:30:43
18 name. So it's important that you know who you're lying 16:30:46
19 yourself with in the eyes of the public. 16:30:50

20 It may be a better procedure policy to have 16:30:53
21 sponsorships approved brought back to the Board the same 16:30:57
22 way that other contacts for rents and rentals are 16:31:00
23 brought back to the Board just to keep us going forward 16:31:05
24 in a safe manner and keep everyone happy and informed. 16:31:08

25 CEO RICHARDS: And -- and to clarify, Reggie, 16:31:15

1 we do bring all sponsorship contracts to the Board for 16:31:17
2 approval on the Consent Calendar. Now, they are 16:31:22
3 revenue-generating contracts as opposed to typical 16:31:24
4 agreements that are on the Consent Calendar, which are 16:31:28
5 expense contracts. But we do bring revenue-generating 16:31:31
6 contracts. 16:31:36

7 Sometimes the opportunity to enter into a 16:31:37
8 sponsorship agreement, you know, because the Board only 16:31:40
9 meets once a month, and we want to take advantage of 16:31:45
10 that opportunity to drive revenue, the Board, did, a 16:31:50
11 couple of months ago, provide the CEO with authority 16:31:54
12 to -- to enter into those agreements, but with the 16:31:57
13 caveat that at the next available board meeting that 16:32:01
14 those contacts would be put on the Consent Calendar for 16:32:06
15 the Board's overview. 16:32:11

16 CHAIR RUVALCAVA-GARCIA: I'm sorry. I think -- 16:32:15
17 did -- I think we increased this a little bit too, and I 16:32:18
18 think the thought process there was because we've 16:32:21
19 outlined some areas that are definitely not permitted -- 16:32:25
20 and, of course, this is subject to board approval -- but 16:32:28
21 which include, you know, tobacco or vaping products, 16:32:32
22 cannabis or CBD products, hard liquor or spirits, those 16:32:38
23 are things that would be deemed not family-friendly. 16:32:40

24 We thought that, you know, the CEO would have 16:32:44
25 the discretion to, you know, decide whether or not 16:32:47

1 something was family-friendly and -- and represented the
2 mission of the Orange County Fair and Event Center, and
3 we really wanted to, you know, not hinder the
4 revenue-generating opportunities because sometimes they
5 happen kind of quickly. So that's the -- sort of the
6 mindset there, Reggie, for that one.

7 Not that we'll -- I don't know that we'll ever
8 get to, you know, that would be wonderful if we're ever
9 able to get up to that 31 percent. I'm not sure we'll
10 get there quite yet, but with -- we just want to hold up
11 the process, especially since, you know, we're sort of
12 in a revenue-strapped position right now due to Covid,
13 and a lot of these opportunities are coming in sort of
14 quickly. And the other thing that I also want to
15 highlight is with our CEO and, you know, other executive
16 staff, we have a very transparent relationship and a
17 very open, you know, where our CEO will often notify us
18 with a one-way communication of things that are coming
19 up.

20 So those are sort of the safeguards and also
21 the thinking around the 31 percent. But definitely, I
22 appreciate your feedback, Reggie, because we can bring
23 this to the addition of the Board as a comment that came
24 from members of the public as, you know, they're
25 deciding on that. So any additional comments on the 31

1 percent or additional reasoning and we'll make sure to 16:34:16
2 put that in the notes so when we report out at the board 16:34:20
3 meeting, we can highlight all of the concerns. 16:34:24

4 REGGIE MUNDEKIS: Well, thank you. This is 16:34:28
5 Reggie Mundekis. I appreciate your comments, and we 16:34:29
6 currently have a highly responsible business development 16:34:32
7 person and a highly responsible CEO after years of 16:34:37
8 blatant irresponsibility and disregard for common sense. 16:34:44
9 And during that -- during those years of blatant 16:34:49
10 disregard for common sense and responsibility, we had 16:34:56
11 those people -- that person point back to the policies, 16:34:58
12 and say, "Well, I did it within policy." 16:35:02

13 Now, we're writing new policies, but I'm just 16:35:06
14 really struggling to figure out why if -- why almost a 16:35:10
15 third of the yearly revenue for the fairgrounds should, 16:35:15
16 first of all, come from one sponsorship deal. That's -- 16:35:20
17 that's just not good business. 16:35:23

18 And second, why something that large would 16:35:25
19 be hidden until after the deal is signed. I can think 16:35:28
20 of a number of legal businesses, which, you know, a 16:35:32
21 lesser -- a less responsible CEO business development 16:35:37
22 officer may think nothing of signing a deal with Vipid 16:35:41
23 Video, which is a large adult entertainment company and 16:35:45
24 -- or, you know, signing a deal with the NRA. 16:35:53

25 You know they signed a 14-million dollar 16:35:57

1 sponsorship deal with the National Rifle Association. 16:35:58

2 And then you find out about it and then you're stuck in 16:36:02
3 a very public battle with the National Rifle Association 16:36:05
4 over questions regarding whether or not it's appropriate 16:36:11
5 for that deal because the contract's been signed and 16:36:12
6 you're trying to get out of it. 16:36:17

7 So I'm trying to find a way to give the Board 16:36:18
8 more room to work to avoid things that they need to get 16:36:22
9 out of later because when you get out of a deal, it's 16:36:26
10 going to be public. It's going to be difficult, you may 16:36:29
11 end up in court. So I'm just suggesting that maybe the 16:36:33
12 Board needs to just align sponsorship process more with 16:36:36
13 the contracting process which is working fine, in order 16:36:42
14 to protect the Board and to protect the institution 16:36:46
15 because when this goes bad, and it's going to go really 16:36:52
16 bad and it's going to be public, and it's going to be 16:36:55
17 difficult, so we can rethink this and get to a place 16:36:58
18 where there's some more comfort there. 16:37:04

19 CHAIR RUVALCAVA-GARCIA: Okay. No. I 16:37:09
20 appreciate your feedback. And we -- we do have two 16:37:10
21 directors, you know, on the call in addition to Director 16:37:14
22 Bagneris and myself. Director Aitken or La Belle, do 16:37:17
23 you have any comments on this item which is on page 16:37:21
24 three of this policy, and it's under Procedure for 16:37:25
25 Sponsorship Approval Agreement, and it's on the first 16:37:31

1 paragraph.

2 VICE CHAIR LA BELLE: This is Doug. I guess my
3 only thought could be if over a certain amount, this
4 sponsorship would be a non-concept item and would be not
5 entered into or executed until the Board had an
6 opportunity to have a full discussion as to the
7 implications of a sponsorship. I think that would be my
8 only thought. I agree with what Reggie is saying, and I
9 think we need to be as clear as we can in terms of
10 the -- in terms of the policy to avoid any, you know,
11 issue on a long-term basis.

12 CHAIR RUVALCAVA-GARCIA: Okay. Thank you.

13 CEO RICHARDS: Maybe we could add a line, you
14 know, and I'm -- I'll have to go back to our -- our
15 notes from the committee meeting, Natalie and Barbara,
16 but I'm looking at that 31 percent now, and I'm
17 wondering if it was a typo. And it may have been three
18 percent of our overall revenue budget.

19 CHAIR RUVALCAVA-GARCIA: You know it's funny
20 that you said that. I think we talked about, like,
21 going up to five or ten percent --

22 CEO RICHARDS: Yeah. Yeah.

23 CHAIR RUVALCAVA-GARCIA: So if you could go
24 back and take a look at that.

25 CEO Richards: Sure. I've made a note.

1 Barbara, do you -- do you remember specifically? 16:39:05

2 DIRECTOR BAGNERIS: I don't think it was in the 16:39:08

3 30 percent. 16:39:11

4 CEO RICHARDS: Yeah. That seems awfully high 16:39:14

5 to Reggie's point. That's -- 16:39:14

6 DIRECTOR BAGNERIS: It might have been a typo. 16:39:14

7 CEO RICHARDS: I can also a -- a -- you know, a 16:39:17

8 comment at the end of that first paragraph. As Director 16:39:19

9 La Belle said that, you know, the CEO or other 16:39:24

10 designated executive staff member may sign any 16:39:28

11 sponsorship agreement that does not meet the criteria 16:39:32

12 identified above but adds something about agreements 16:39:36

13 that do meet the criteria will be brought back to the 16:39:41

14 full board as a non-consent item. 16:39:45

15 Even at three percent, that's a 1.65 16:39:50

16 million-dollar contract, personally, and I think Joan 16:39:54

17 would agree with me. We would want to celebrate that at 16:39:57

18 a public board meeting, you know, and elevate that as an 16:40:02

19 agenda item rather than just a consent item. So, you 16:40:06

20 know, if the committee would like, we can add that 16:40:09

21 language and then we can discuss further at the October 16:40:14

22 board meeting. 16:40:19

23 CHAIR RUVALCAVA-GARCIA: Yeah. I like that 16:40:20

24 recommendation and then if we can double check if it was 16:40:22

25 three percent. I -- if we can -- I mean I'm comfortable 16:40:23

1 with five percent. I know we talked about increasing it 16:40:26
2 a little bit. 16:40:29

3 REGGIE MUNDEKIS: This is Reggie. If it's a 16:40:32
4 couple of percent, that's not going to be an issue. 16:40:34

5 CEO RICHARDS: Okay. 16:40:37

6 REGGIE MUNDEKIS: No. If it's, like, three, 16:40:39
7 five, that's not going to be an issue, and by all means, 16:40:40
8 you know, given that the annual budgets run 50 million 16:40:42
9 dollars, three or five percent is a big number and you 16:40:46
10 really should be celebrating that. Because that's a big 16:40:49
11 get. That's a big get. So, yeah, a couple percent, we 16:40:54
12 can deal with that. 16:40:56

13 CEO RICHARDS: I think you know me by now, 16:40:58
14 Reggie, that there would be definitely by a celebration 16:41:00
15 for that. Okay. Well, we'll go ahead and change it to 16:41:05
16 five percent and take that to the full board as the 16:41:08
17 committee's recommendation. 16:41:13

18 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. And 16:41:15
19 then also add in the line about anything that does meet 16:41:15
20 that criteria will also be part of the Consent Calendar. 16:41:18

21 CEO RICHARDS: Yeah. 16:41:26

22 CHAIR RUVALCAVA-GARCIA: Thank you. Any 16:41:27
23 additional comments on Board Policy 4.10, Sponsorships? 16:41:28
24 Thank you, Reggie, for your thoughtful comments on that 16:41:34
25 one, and Doug. So hearing that there are no more, I'm 16:41:36

1 going to go ahead and move on to policy 4.11, District 16:41:40
2 Responses to Acts of Hate and Discrimination. 16:41:46

3 So any questions or comments on this policy? 16:41:57
4 So and I know -- so this one we took -- we were -- we 16:42:02
5 really thoroughly reviewed this one. I know that there 16:42:08
6 were incidences that occurred in 2019. And I -- I do 16:42:11
7 recall that there were also some board members who felt 16:42:16
8 that there wasn't timely response or notification, and 16:42:20
9 that's why we really wanted to make sure that this 16:42:24
10 policy was detailed and how something like this would be 16:42:27
11 handled and how the public would be notified as well as 16:42:30
12 the Board. 16:42:33

13 So we are open to comments to enhance this 16:42:33
14 policy, if anybody has anything at this time. 16:42:37

15 REGGIE MUNDEKIS: Hi. This is Reggie Mundekis. 16:42:42
16 I like that you're putting a policy in place for these 16:42:44
17 matters. And I think it's important that we recognize 16:42:48
18 that these things happen and that many times are out 16:42:51
19 of -- out of our control that it happened, but what we 16:42:55
20 do have in our control is how we manage what happens 16:42:59
21 afterwards, so thank you. 16:43:03

22 CHAIR RUVALCAVA-GARCIA: Thank you. Okay. So 16:43:06
23 hearing that there are no additional comments on this, 16:43:10
24 we'll go ahead and move on to the next policy. Oh, 16:43:14
25 actually, I think that was the last one. 16:43:18

1 CEO RICHARDS: That's it. 16:43:24

2 CHAIR RUVALCAVA-GARCIA: Okay. Great. So 16:43:24

3 any -- I'll go ahead and open it back up to 16:43:25

4 public comment or any comment on the process in general. 16:43:29

5 We will have another meeting scheduled in, I think, 16:43:33

6 maybe a month or so, Michele, right? And we'll be 16:43:37

7 reviewing another -- I think two sets of policies at 16:43:41

8 that upcoming meeting. 16:43:42

9 CEO RICHARDS: Exactly. We'll be looking at 16:43:42

10 the two final groups of policies, group three and group 16:43:50

11 five. They each have seven policies, so they'll be 14 16:43:55

12 to go through and then that will complete the review. 16:43:58

13 CHAIR RUVALCAVA-GARCIA: Okay. Great. Okay. 16:44:04

14 So any informational items at this time? 16:44:06

15 DIRECTOR BAGNERIS: I would like to just say 16:44:12

16 that I appreciate how you ran the meeting today. Saw it 16:44:14

17 very efficiently and very thoroughly, and also thank the 16:44:17

18 public, especially Reggie, for taking the time to 16:44:17

19 actually read the policies and give us feedback. It was 16:44:25

20 very, very helpful, and so I'm looking forward to 16:44:29

21 bringing this to the Board and getting a new set 16:44:31

22 of policies in places at our next board meeting. 16:44:34

23 CHAIR RUVALCAVA-GARCIA: Thank you. Any other 16:44:39

24 comments, Director Aitken or La Belle? 16:44:40

25 VICE CHAIR LA BELLE: Just thank you to you and 16:44:51

1 Barbara for all of your hard work on this as well as 16:44:54
2 Michele. Much appreciated. 16:44:58

3 CHAIR RUVALCAVA-GARCIA: Thank you. And I also 16:45:03
4 just -- I -- I don't think -- Director Aitken -- 16:45:06
5 Ashleigh jump in if you have any comments, but I just 16:45:08
6 wanted to thank Moss Adams for helping us get to this 16:45:11
7 point and then, of course, Director Bagneris and 16:45:15
8 Michele, Josh Caplan, and members of the public, Reggie, 16:45:19
9 thank you. We really do appreciate your feedback. 16:45:22

10 It definitely helps make this process. It 16:45:26
11 reinforced the value of this process in general, so I 16:45:28
12 appreciate the feedback. And I am open to any 16:45:33
13 enhancements or modifications for the next meeting. So 16:45:37
14 feel free to send me an e-mail or, you know, any -- any 16:45:40
15 comments, and we'll go ahead and take all of that into 16:45:45
16 consideration. At this time. I'd like to adjourn the 16:45:48
17 meeting. So, thank you. 16:45:53

18 DIRECTOR BAGNERIS: I move that we adjourn the 16:45:56
19 meeting. 16:45:59

20 CHAIR RUVALCAVA-GARCIA: All right. Everybody 16:46:00
21 have a great evening and rest of your week. 16:46:01

22 DIRECTOR BAGNERIS: Thank you, Summer, also. 16:46:09

23 (Whereupon, the OCFEC Governance Committee
24 Meeting was hereby adjourned at 4:46 p.m.)
25

CERTIFICATE

OF

CERTIFIED SHORTHAND REPORTER

* * * *

The undersigned Certified Shorthand Reporter of the
State of California does hereby certify:

That the foregoing Proceeding was taken before me
at the time and place therein set forth.

That the statements made at the time of the
Proceeding were recorded stenographically by me and were
thereafter transcribed, said transcript being a true and
correct copy of the proceedings thereof.

In witness whereof, I have subscribed my name, this
date: 10/09/2020

Patricia Garrido

Patricia Garrido, CSR No. 14364

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