



*The mission of OCFEC is...*  
**CELEBRATION OF ORANGE COUNTY'S  
COMMUNITIES, INTERESTS, AGRICULTURE AND HERITAGE**  
*(with results justifying resources expended)*

**NOTICE OF MEETING**

32<sup>ND</sup> District Agricultural Association  
OCFEC Governance Committee Workshop  
**Friday, November 6, 2020**  
**9:00 a.m.**

Administration Building  
OC Fair & Event Center  
88 Fair Drive  
Costa Mesa, California

*Directions: From I-405, exit Fairview Rd. heading south, approximately 1.25 miles to Arlington Dr. Administration Building located near the corner of Fairview Rd. and Arlington Dr. (Use Gate 4 on Arlington Dr.)*

*As permitted by Executive Order N-25-20 (issued by Governor Newsom on March 12, 2020), the OCFEC will conduct this meeting by video/teleconference via Zoom. Please use the following Zoom link or Zoom dial in information to view and/or participate in the meeting:*

**Join Zoom Meeting**

<https://us02web.zoom.us/j/84746532925?pwd=bEMzYnF MXloWjl4cHpj c3NWc lNBdz09>

Meeting ID: 847 4653 2925  
Passcode: 378441

**Zoom dial-in option**

1-669-900-9128  
Meeting ID: 847 4653 2925  
Passcode: 378441

**Committee Members**

Natalie Rubalcava-Garcia, Chair  
Barbara Bagneris, Member

**Secretary-Treasurer**

Michele Richards,  
Chief Executive Officer, OCFEC

**32<sup>nd</sup> DAA Counsel**

Josh Caplan  
Office of the California Attorney General

Please take notice that this public meeting of the 32nd District Agricultural Association, a California state institution, is being recorded using video recording equipment. Please also take notice that the 32nd District Agricultural Association will release video recordings of its public meetings where required under California law.

Those persons wishing to attend the meeting and who may require special accommodations pursuant to the provisions of the Americans with Disabilities Act are requested to contact the office of the 32<sup>nd</sup> District Agricultural Association (714) 708-1500, at least five working days prior to the meeting to insure the proper arrangements can be made.

At the discretion of the Board of Directors, all items appearing on this Agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board of Directors. The Board may convene to closed session pursuant to Government Code section 11126, subdivisions (a) and (e) to consider personnel evaluation and/or possible litigation. Items may not necessarily be taken up in the order shown on this Agenda. This agenda, and all notices required by the Bagley-Keene Open Meeting Act are available on the Internet at: [www.ocfair.com](http://www.ocfair.com)

## AGENDA

### **1. CALL 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, at the discretion of the chairperson.

### **2. THE MISSION OF OCFEC IS...Celebration of Orange County's Communities, Interests, Agriculture and Heritage (with results justifying resources expended).**

### **3. PLEDGE OF ALLEGIANCE**

### **4. ROLL CALL (Policy Reference: 4.5.2.B)**

### **5. MATTERS OF PUBLIC COMMENT** - Speakers are requested to sign in prior to the start of the meeting and are limited to three minutes. Public comment is allowed on issues NOT on the current Agenda. However, no debate by the Board shall be permitted on such public comments, and no action will be taken on such public comment items at this time, as law requires formal public notice prior to any action on a docket item.

This will be an open and interactive workshop where members of the public can ask questions and provide input to the Committee.

### **6. REVIEW AND DISCUSSION OF THE FOLLOWING DRAFT POLICIES:**

- **Policy 3.01 – Board Composition and Officers**
- **Policy 3.02 – Board Committees**
- **Policy 3.03 – Board Member Code of Conduct**
- **Policy 3.04 – Board Member Conflict Resolution**
- **Policy 3.05 – Board Meetings and Agendas**
- **Policy 3.06 – Board Member Orientation and Continuing Education**
- **Policy 3.07 – Board Self-Assessment**
- **Policy 5.01 – Appointment of the CEO**
- **Policy 5.02 – CEO Accountability**
- **Policy 5.03 – Delegation of Authority**
- **Policy 5.04 – CEO Compensation and Benefits**
- **Policy 5.05 – CEO Performance Evaluation**
- **Policy 5.06 – Emergency CEO Succession**
- **Policy 5.07 – CEO Event Responsibilities**

Information Item

### **7. ADJOURNMENT**

Respectfully submitted,



Michele A. Richards  
Secretary-Treasurer  
Chief Executive Officer, OCFEC

Date of notice: 3:00 p.m. October 27, 2020