



In the Matter Of:

O.C. FAIR AND EVENT CENTER

GOVERNANCE COMMITTEE WORKSHOP

November 06, 2020

Case No:

CERTIFIED COPY

32ND DISTRICT AGRICULTURAL ASSOCIATION  
ORANGE COUNTY FAIR & EVENT CENTER  
GOVERNANCE COMMITTEE WORKSHOP  
FRIDAY, NOVEMBER 6, 2020  
9:00 A.M.

Reported by:

Patricia Garrido

CSR No. 14364

**CERTIFIED COPY**

1 32ND DISTRICT AGRICULTURAL ASSOCIATION

2 ORANGE COUNTY FAIR & EVENT CENTER

3 GOVERNANCE COMMITTEE WORKSHOP

4 FRIDAY, NOVEMBER 6, 2020

5 9:00 A.M.

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10 Meeting of the OCFEC Board of Directors Governance  
11 Committee Workshop, stenographically reported by  
12 Patricia Garrido, a Certified Shorthand Reporter for the  
State of California, commencing at 9:00 a.m. and ending  
at 10:03 a.m., Friday, November 6, 2020, Via Zoom.

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16  
17 APPEARANCES OF BOARD MEMBERS:

18 Natalie Rubalcava-Garcia, Chair  
19 Barbara Bagneris, Director  
Doug La Belle, Vice Chair

20  
21  
22 ALSO PRESENT:

23 Michele Richards, CEO  
24 Ken Karns, COO  
25 Summer Angus, Meeting Secretary Executive Assistant  
Tammy Lohr, Moss Adams Business Consultant  
Jerry Eldridge, Director of Facilities

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  
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32ND DISTRICT AGRICULTURAL ASSOCIATION

ORANGE COUNTY FAIR & EVENT CENTER

GOVERNANCE COMMITTEE WORKSHOP

FRIDAY, NOVEMBER 6, 2020

9:00 A.M.

CHAIR RUVALCAVA-GARCIA: Well, it is 9:00 a.m., so I'm going to go ahead and get started. First, I just would like to wish everybody a happy Friday, and thank you for attending the third governance committee workshop. Today we will be reviewing policies three and five, which is a total of 14 policies. So I actually counted them up to see if we could beat our record from last time.

On the call today we have Director La Belle with us. Welcome Director La Belle, thank you for attending. And I also want to welcome members of the public. As the last meeting went, it seems like most people who are on this call are familiar with the process. Although this is the formerly -- this meeting is a formal meeting, we are going to go ahead and just make this a conversational meeting. I want to make sure that everybody can fully participate. We will review

1 each of the policies individually, and I welcome all  
2 comments during each of these, and we are not going to  
3 abide by the three-minute rule requirement.

4 So at this time I'd like to call the meeting to  
5 order. All matters noticed on this agenda in any  
6 category may be considered for action as listed and any  
7 item not so noticed, may not be considered. Items  
8 listed on this agenda may be considered in any order at  
9 the discretion of the Chairperson. The mission of the  
10 Orange County Fair and Event Center is celebration of  
11 Orange County's communities, interests, agriculture and  
12 heritage with results justifying resources expended.  
13 And today I would like to ask Jerry to lead us in the  
14 Pledge of Allegiance.

15 (Pledge of Allegiance conducted.)

16 JERRY ELDRIDGE: I think I said it faster than  
17 everybody.

18 CEO RICHARDS: It still counts, Jerry.

19 CHAIR RUVALCAVA-GARCIA: That's okay, so thank  
20 you.

21 Summer, do we need to take roll call?

22 SECRETARY ANGUS: We'll take roll call to  
23 notice the committee members. Chair Ruvalcava-Garcia?

24 CHAIR RUVALCAVA-GARCIA: Present.

25 SECRETARY ANGUS: Director Bagneris? And

1 Director La Belle?

2 DIRECTOR LA BELLE: Present. Present.

3 SECRETARY ANGUS: Thank you.

4 CHAIR RUVALCAVA-GARCIA: Thank you. Matters of  
5 public comment: Speakers are requested to sign in prior  
6 to the start of the meeting and are limited to three  
7 minutes. As I mentioned, for this meeting because it's  
8 more of a workshop, I'm going to go ahead and waive that  
9 requirement today. Public comment -- excuse me -- is  
10 allowed on issues not on the agenda. However, no debate  
11 by the Board shall be permitted on such public comments  
12 and no action will be taken on such public comment items  
13 at this time, as law requires formal public notice prior  
14 to any action on a docket item.

15 This will be an open and interactive workshop  
16 where members of the public can ask questions and  
17 provide input to the committee. And just to remind  
18 everybody, the policies that we're reviewing today are  
19 intended to help the Board, guide the Board, so we want  
20 to make this as transparent of a process as possible.  
21 So as I previously mentioned, I welcome all comments.  
22 And then just one final housekeeping item, do we have  
23 Tammy from Moss Adams on the call?

24 TAMMY LOHR: You do. Good morning.

25 CHAIR RUVALCAVA-GARCIA: Perfect. Good

1 morning, Tammy. Tammy, welcome to the meeting. Tammy  
2 is part of the Moss Adams team, who is helping the  
3 Orange County Fair and Event Center Board of Directors  
4 with the governance policy, so thank you. And we're --  
5 we're very close to the finish line so --

6 TAMMY LOHR: You sure are. It's very good to  
7 see.

8 CHAIR RUVALCAVA-GARCIA: Thank you. All right.  
9 So we're going to go ahead and just get right into it.  
10 So information items -- let's go ahead and start with  
11 policy 3.01 which is Board Composition and Officers.

12 CEO RICHARDS: And if you give me just a second  
13 to switch -- switch presentations here, Natalie, so we  
14 can get the individual policies up. Hold on one second.

15 CHAIR RUVALCAVA-GARCIA: And while Michele is  
16 getting that policy up, the gist of the Composition and  
17 Officers is basically highlighting the responsibilities  
18 of the chair and the vice-chair. It also outlines the  
19 delegation of authority of treasurer and secretary to  
20 the CEO.

21 CEO RICHARDS: Okay. Can you see that  
22 everybody?

23 CHAIR RUVALCAVA-GARCIA: Yes. Thank you. And  
24 on this policy, I believe we do have a comment from a --  
25 from Reggie.



1 REGGIE MUNDEKIS: Yes. This is Reggie, and my  
2 comments are about making the -- some specific words in  
3 the policy track with the California Food and  
4 Agriculture Code. The policy says that the Board  
5 officers include a Board chair which is slightly  
6 different than what the Food and Agriculture Code says.  
7 They call that position president and then the policy  
8 says that the three officer positions of the  
9 organization are CEO, secretary, and treasurer, while  
10 the California Food and Agriculture Code uses the term  
11 manager instead of CEO.

12 You know, one way and -- one way of rectifying  
13 that is that you just put in a line somewhere saying  
14 that Board chair is the same as president as used in,  
15 you know, in the Food and Ag Code, manager is the same  
16 as C- -- you know, CEO is the same term as -- is the  
17 same position as manager. And Josh can advise you on  
18 that, AG Caplan. That way it's just neat. You know, it  
19 just makes it neat. It makes everything track. You  
20 know, just a minor thing.

21 CHAIR RUVALCAVA-GARCIA: Okay. No. That's  
22 great feedback, and we'll definitely speak to Josh about  
23 that. So you're recommending -- you're not recommending  
24 that we change to align with the Food and Agriculture --  
25 I'm sorry. Today is Friday, and I have not had enough

1 coffee. But your recommendation, Reggie, is just to go  
2 ahead and mention in this policy that those titles align  
3 with the Food and Agricultural Code.

4 REGGIE MUNDEKIS: That may be the easiest thing  
5 to do, because if you -- because if you start changing  
6 the terms to match, then you end up having to change a  
7 whole bunch of other documents. And I'm looking for  
8 something that's the easy, doable fix.

9 CHAIR RUVALCAVA-GARCIA: Okay. So it basically  
10 just acknowledges that we are aware that they're  
11 different.

12 REGGIE MUNDEKIS: Well, no, no. What you want  
13 to do is that you want to say that they're the -- that  
14 you using the term "Board chair," which is the same  
15 as -- which is the same position as president under the  
16 code -- that you're using the term CEO which is the same  
17 term as manager under the code.

18 CEO RICHARDS: Yeah. I think we can just add  
19 in parenthesis here, you know, same as the president  
20 position referenced in -- in the Ag Code. And then  
21 saying here "same as manager referenced in the Ag Code."  
22 I think that probably would be the easiest.

23 (Multiple speakers at once.)

24 TAMMY LOHR: So I would actually recommend that  
25 we add these to the definition section in policy 1.01,

1 since we use this terminology sort of throughout chapter  
2 three. That would give you blanket coverage rather than  
3 just addressing this specific policy. It would sort of  
4 -- it would carry into all of the policies. So if you  
5 mention Board chair in another policy then you would be  
6 covered if you have it in that definition section. So  
7 that would be my recommendation.

8 CEO RICHARDS: I think that's a great idea,  
9 actually, Tammy, because then it would cover any  
10 references throughout any of the policies.

11 TAMMY LOHR: Exactly. Yup.

12 CEO RICHARDS: Good.

13 CHAIR RUVALCAVA-GARCIA: Michele, can you add  
14 that 1.0 section to the agenda for the next meeting --

15 CEO RICHARDS: Yes.

16 CHAIR RUVALCAVA-GARCIA: -- when we cover 3, 4,  
17 5 because we'll have to modify that.

18 CEO RICHARDS: Yes.

19 CHAIR RUVALCAVA-GARCIA: And I just -- we'll  
20 bring this issue to the Board's attention, and then  
21 we'll just get it updated.

22 CEO RICHARDS: Yup.

23 DIRECTOR LA BELLE: This is Doug. My thought  
24 is maybe we could do both, being that this particular  
25 policy is the one that sets out the officers and the

1 responsibilities. I think we could just add, from my  
2 perspective, just add Reggie's comment, a one liner in  
3 this one and then also change the definitions. But  
4 since this is the broad policy that kind of sets forth  
5 the responsibility of -- of the Board and identifies the  
6 officers, I would include it in both locations. That's  
7 my thought.

8 CHAIR RUVALCAVA-GARCIA: Thanks. Thank you for  
9 the feedback, Doug. So we'll go ahead -- so let's add  
10 it to the 1.0 and bring it back to the Board for review  
11 and amendment. And then I think this will be a good  
12 discussion item for the Board to determine whether or  
13 not we should add it in this 3.01 policy. Doug, I like  
14 the suggestion, and I think it will be a good one for  
15 the Board to just discuss. I mean it probably won't  
16 hurt to include it in this 3.01. Maybe it's just  
17 consistent language with whatever we add to 1.0.

18 So -- okay. Are there any other questions  
19 about Board Policy 3.01?

20 SECRETARY ANGUS: Chair Ruvalcava-Garcia, if I  
21 may, I believe Director Bagneris has joined us.

22 Director Bagneris are you there?

23 CHAIR RUVALCAVA-GARCIA: Okay. She's muted but  
24 unable to talk right now.

25 SECRETARY ANGUS: Perfect.

1 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. So  
2 hearing that there are no additional comments on 3.01,  
3 we're going to go ahead and move on to 3.02, Board  
4 Composition and Committees. So this policy basically  
5 provides an outline or an overview that the Board chair  
6 determines committees and assigns committee members from  
7 the Board to each of these committees and then also can  
8 assign Ad Hoc committees and also must dissolve the Ad  
9 Hoc committees once they're no longer needed.

10 Are there any questions, comments, or additions  
11 to this policy?

12 CEO RICHARDS: I just noticed here -- you can  
13 all see that. There's a double -- a double period, so  
14 we'll -- we'll fix that up.

15 CHAIR RUVALCAVA-GARCIA: So there are -- there  
16 may be some grammatical errors, but Summer Angus will be  
17 going through these policies and really looking for any  
18 issues that might occur. If there are no substantive  
19 changes that -- if there are substantive changes that we  
20 want to highlight, that would be great at this time.

21 REGGIE MUNDEKIS: Hi. This is Reggie. I don't  
22 have any changes.

23 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. All  
24 right. Thank you. Any other comments on 3.02? Hearing  
25 that there are none, we're going to go ahead and move on

1 to 3.03, Board Member Code of Conduct. And for me, this  
2 one is one of the most important policies, at least from  
3 a board member perspective. And I think this is the one  
4 we'll spend the most time on at the meeting just so that  
5 our -- my fellow board members understand our  
6 responsibilities, how we're supposed to conduct  
7 ourselves, and -- and we can, you know, potentially add  
8 to this if we need to.

9 Doug, do you have any comments on this one?

10 DIRECTOR LA BELLE: No, Natalie. I don't at  
11 this time.

12 CHAIR RUVALCAVA-GARCIA: So the one thing that  
13 I wanted to highlight more specifically is that -- and  
14 this is something that I think we added to this --  
15 Michele, correct me if I'm wrong, but the -- no one  
16 board member is speaking on behalf of the Board.  
17 Specifically we are a united front so we all need to  
18 make sure that we're aligned on issues and it also talks  
19 about the relationship between the Board and the CEO and  
20 the staff. So I think that is a really important one  
21 for us to -- to highlight.

22 Are there any questions, comments, or changes  
23 on that one?

24 REGGIE MUNDEKIS: Hi. This is Reggie. I like  
25 that the policy is being brought forward. So I think

1 this is a very helpful new policy.

2 CHAIR RUVALCAVA-GARCIA: Thanks, Reggie. Okay.  
3 Perfect. Doug or Barbara, any additional comments or  
4 questions?

5 DIRECTOR LA BELLE: I have -- I have none.

6 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. All  
7 right. Great. So hearing that there are none, we're  
8 going to go ahead and move on to Board Policy 3.04,  
9 Board Member Conflict Resolution. So hopefully this  
10 never happens, but there is a policy just in case there  
11 is a conflict between board members. And the Governance  
12 Committee will be the committee that will handle any of  
13 these conflicts.

14 If the Board -- if the Board chair -- and the  
15 Board chair will also review -- if the Board chair is  
16 involved in the conflict, then there's also a resolution  
17 within this policy. Are there any questions or  
18 concerns, additions to this one? I do think it's an  
19 important policy. And I -- I think more importantly it  
20 does appear as though the Board that we currently have  
21 is capable of resolving issues even if we don't agree.

22 But one of the thing I thought was important  
23 within this policy is that even if we don't agree --  
24 let's say a vote goes, it's divided, at some point if  
25 it's adopted by the Board, all board members need to get

1 on board with it. So it's -- I think that's an  
2 important thing to -- that we will highlight to our --  
3 to the Board members at the next meeting.

4 REGGIE MUNDEKIS: Hi. This is Reggie.

5 CHAIR RUVALCAVA-GARCIA: Hi, Reggie.

6 REGGIE MUNDEKIS: I like that you brought this  
7 policy forward. When you write a policy like this, it's  
8 not for the times when things are going well and you  
9 could work out issues, it's for times when things are  
10 not going well. And prior boards -- things have not  
11 always gone well.

12 So it's good that this policy is here because  
13 it also acknowledges that there can be conflicts between  
14 board members which can't be resolved by -- by a vote  
15 and a discussion after the vote and gives a process for  
16 resolving that, so thank you.

17 CHAIR RUVALCAVA-GARCIA: Thank you. Okay.  
18 Perfect. So moving right along, we're going to go ahead  
19 and move on to policy 3.05, Board Meeting and Agendas.  
20 This is a pretty straightforward process -- or policy.  
21 Any questions or concerns about this one?

22 And I believe at the last committee meeting --  
23 or workshop we actually reviewed the agenda process,  
24 right, Michele, where agenda items are put onto the  
25 agenda, and we made some slight modifications.



1           Currently the board chair has discretion as to  
2 what goes on the agenda. However, this -- the last  
3 round we made some modification so that if a board  
4 member is requesting to get something on agenda, it  
5 cannot just be denied by the Board chair.

6           It needs to be fully discussed and -- and a  
7 resolution needs to be determined together so that we  
8 can either put something on the agenda if it makes sense  
9 for the Fair, but there needs to be a discussion between  
10 the chair and the board member who's bringing it  
11 forward.

12           So any questions or concerns about this policy?

13           REGGIE MUNDEKIS: Reggie. I like the policy,  
14 and there's just a couple of typos which Summer will,  
15 you know, be able to fix.

16           CEO RICHARDS: We found those too, Reggie,  
17 we'll take care of that.

18           CHAIR RUVALCAVA-GARCIA: Yeah. We were  
19 noticing when, you know, we keep it on track changes for  
20 so long that when it accepts some of the changes, it  
21 leaves double periods and things, so, yeah. Thank you,  
22 Reggie.

23           Okay. Perfect. So Board policy 3.06, Board  
24 Member Orientation and Training. So this policy  
25 basically outlines the training requirements for the

1 Board of Directors. It also talks about the new  
2 member -- or the new board member orientation that's  
3 conducted by the CEO, which makes complete sense since  
4 the CEO is the most comfortable with the day-to-day  
5 operations of the organization.

6 There's also various Bagley-Keene Open Meeting  
7 Act training, sexual-harassment training, that the Board  
8 chair is also responsible for making sure that we get  
9 taken care. And just to let everybody on this call  
10 know, we are in the process of trying to get a  
11 three-hour Bagley-Keene Open Meeting training scheduled.  
12 So we are well along the way of getting that done.

13 So any questions or comments on this one?

14 REGGIE MUNDEKIS: Reggie. No comment or  
15 questions.

16 CHAIR RUVALCAVA-GARCIA: Perfect.

17 DIRECTOR LA BELLE: Natalie, this is -- this is  
18 Doug. Just a comment. From time to time I've chatted  
19 with Michele about group training in total. In terms  
20 of -- and it goes back to in the early days I think  
21 Ashleigh and I and a couple of others might have been on  
22 the Board, but in addition to the Bagley-Keene training,  
23 I find it very helpful.

24 Let's just use sexual harassment as one. If,  
25 you know, we obviously do the online training through

1 CDFA, but I think a presentation by our insurance  
2 authority, you know, that handles all of our risk  
3 management where all the board members can participate  
4 at once, again, in each of the training sessions, maybe  
5 at on-going basis, maybe one time a year.

6 I find it very helpful to get other board  
7 members' comments on a given issue. We all ask  
8 different questions, have different thoughts, different  
9 concerns. And I think it's beneficial to have these  
10 training sessions interactive as a board and not just  
11 sitting at a computer and doing online training.

12 So I think that -- that I'd like to somehow  
13 interject that into the policy. You know, maybe  
14 whenever and wherever possible to have, you know, a  
15 board training session relative to each of the mandatory  
16 things that were required to be trained in would be done  
17 as a -- as a board's -- as a board session, Bagley-Keene  
18 notice board session. So those are my thoughts. I'd  
19 like to hear what anybody else has to say.

20 CHAIR RUVALCAVA-GARCIA: Well, I think  
21 that's -- I mean we can definitely bring that to the  
22 Board for discussion. I know that CDFA would like to  
23 have the Bagley-Keene training done in a group setting.  
24 They actually wanted to have it done at our next board  
25 meeting, but we are not doing that because it's a

1 three-hour training.

2 So that on top of a normal board meeting just  
3 wouldn't work. I don't think it will be ideal. But we  
4 are definitely going to have at least one of these  
5 trainings as a group, and also with some of our peers  
6 from other fairs. So -- but we'll definitely bring this  
7 to the Board as a question, Doug, during the review of  
8 this policy, so thank you.

9 DIRECTOR LA BELLE: Thank you.

10 CHAIR RUVALCAVA-GARCIA: All right. So any  
11 other questions on this policy? Hearing that there are  
12 none, we're going to go ahead and move on to Board  
13 policy 3.07, which is Board Self-assessment. And I'm  
14 just going to say I -- I don't really know how this  
15 would go, but it's good that we have the policy in here,  
16 but it does require that our board members assess  
17 themselves annually.

18 And I think the most interesting part, and  
19 probably the most useful part of this policy, is that  
20 the CEO also has the opportunity to provide feedback on  
21 a board member's legal engagement, which I always think  
22 is helpful because there's always room for improvement  
23 in anything that you do, at least I think so.

24 So any questions or concerns about this policy?

25 REGGIE MUNDEKIS: Hi. This is Reggie. I don't

1 have any questions or concerns, and thank you for  
2 bringing this policy forward.

3 CHAIR RUVALCAVA-GARCIA: Thank you, Reggie.  
4 Yeah. I -- I like this policy. So it'll be -- it'll be  
5 a good one to see. I want to see what the Board's  
6 feedback is on this too. Okay. Great. I think we just  
7 finished section three, so now on to section five.

8 All right. So 5.01, Appointment and Removal of  
9 the CEO. So this policy is pretty straightforward, and  
10 we actually utilized this policy last year, not in its  
11 current form, but, I mean, it's basically the format  
12 that was used when we made our transition with our new  
13 CEO, Michelle Richards.

14 So if there are any questions or comments, I  
15 think the process that we used during that time worked  
16 pretty effectively, and the full board was very engaged  
17 with the process but definitely open to additional  
18 comments.

19 REGGIE MUNDEKIS: Hi. This is Reggie. I don't  
20 have any comments on this policy.

21 CHAIR RUVALCAVA-GARCIA: Thanks, Reggie. Doug,  
22 Barbara, any questions?

23 DIRECTOR LA BELLE: None from my end, Natalie.

24 CHAIR RUVALCAVA-GARCIA: Okay. Great. Thank  
25 you. So moving on to policy 5.02, CEO and Staff

1 Accountability. So the purpose of this policy is to  
2 outline the accountability and proper report  
3 relationship among the CEO, 32nd DAA staff, and the  
4 Board. This is a very straightforward policy, and I  
5 think I alluded to it earlier in the other set that we  
6 were looking at, but this basically highlights the fact  
7 that the CEO works directly with the Board of Directors,  
8 and staff reports directly to the CEO.

9 So unless the -- there is no oversight from the  
10 Board on anybody other than the CEO. And as you know,  
11 the Board is not an operational board. We are focused  
12 on policies and other issues of the Board -- or of the  
13 Orange County Fair and Event Center.

14 Any questions or concerns about this policy?

15 REGGIE MUNDEKIS: I don't -- hi, this is  
16 Reggie. I don't have any comments or concerns.

17 CHAIR RUVALCAVA-GARCIA: All right. Thanks,  
18 Reggie. Okay. Great. So we're going to go ahead and  
19 move on to 5.03, Delegation of Executive Authority. So  
20 this policy, not much changed into this one. It is very  
21 clear that there's delegated authority on various things  
22 to the CEO from the Board of Directors. And I also want  
23 to highlight if ever some of the -- if ever there are  
24 things -- if there is ever a thing that is not working,  
25 the Board does have the discretion to go back at any

1 time to make adjustments to the authority that's been  
2 delegated to the CEO.

3 And, as you know, we are a public agency, so  
4 transparency is key, and these policies are intended to  
5 help that. So any questions? This is a pretty long --  
6 okay. And I know we have one comment from Reggie on the  
7 emergency stakeholder -- or situations. Which is on  
8 page three.

9 REGGIE MUNDEKIS: Yes. Hi, this is Reggie.  
10 I'm referring to the emergency situations on page three.  
11 There's a margin comment asking if the language is  
12 necessary given the authority of the district to bypass  
13 the 10-day meeting requirement in an emergency  
14 situation.

15 And I think that we need this language because  
16 there are emergencies where you do need to call an  
17 emergency meeting, such as a natural disaster, where you  
18 want to get the Board together to figure out what you're  
19 doing next after the natural disaster. And then there  
20 are emergencies where the CEO has to act quickly or, you  
21 know, to -- to fix something so there's not a greater  
22 problem or needs to quickly make a decision which is out  
23 of the ordinary and then can inform the Board afterwards  
24 and is not something that's going to necessarily arise  
25 to calling a special emergency meeting.

1           And two examples I stated are things that  
2 actually happened. A water main break at the Pac Amp  
3 the day before the Fair opens, you know, you really  
4 don't need an emergency meeting for that. The CEO just  
5 needs to get it fixed and then tell the Board what  
6 happened and that it was fixed. And then a couple years  
7 ago an airplane made an emergency landing on the 55  
8 Freeway -- I think it was a Sunday night, and the  
9 airplane was -- was non-functional at that point. I  
10 think the engine had crapped out.

11           So the CHP headed towards the fairgrounds and  
12 put into a parking lot which was not being used and that  
13 was a call by the CEO. And that's not something that  
14 you need an emergency board meeting for, you just need  
15 to tell the Board, you know, what was done and why it  
16 was done. So I think we do need to have that language  
17 in there because there are things that the CEO needs to  
18 do quickly. And then some things we will need an  
19 emergency board meeting for.

20           CHAIR RUVALCAVA-GARCIA: Reggie, is it your  
21 sense that this language limits the authority of the --  
22 of the CEO in emergency situations?

23           REGGIE MUNDEKIS: No. I think it -- I think it  
24 let's the CEO act in emergencies to -- to protect life  
25 and property and take an appropriate reaction. And how



1 about we let Michele talk?

2 CEO RICHARDS: Well, I definitely remember both  
3 of those situations that you refer to, Reggie. I think  
4 what might clarify it is that in those -- both those  
5 situations that you were talking about, those were  
6 operational emergencies. You know, we've got a main,  
7 you know, a main water line that -- that breaks the day  
8 before the Fair.

9 That's not a policy issue. That's an  
10 operational issue for which the CEO already has  
11 authority to make those decisions. Even the plane  
12 landing on the freeway and needing to be towed onto the  
13 fairgrounds for, know you, an emergency purpose, that's  
14 operational. In those cases, the CEO already has  
15 authority, but the -- I think this would involve  
16 emergency situations over which the Board has authority.

17 So I don't -- I don't have a problem putting it  
18 in at all. I think it's very clear, and it gives great  
19 direction. And, of course, even if an operational  
20 emergency, I would always follow these steps and have  
21 followed these steps. I think I was just trying to  
22 refer to, you know, whether it needed to be included  
23 because of the Board's ability, you know, in an  
24 emergency situation to bypass the 10-day meeting  
25 requirement because not every emergency requires the

1 Board's action.

2 In fact, most of our emergencies are operations  
3 related. You know, just like the recent fires that we  
4 had. While I kept the Board apprised of, you know,  
5 every day on an update regarding the -- the large animal  
6 evacuation, that was an operational emergency not, you  
7 know, not a board emergency. So I don't know if that  
8 clarifies it. I don't have any problem keeping it in at  
9 all. I think it's very clear. I just added that  
10 question just because, you know, there still is that  
11 built-in authority for the Board to have an emergency  
12 meeting. So --

13 CHAIR RUVALCAVA-GARCIA: Michele, at the very  
14 least, I think it might be a good thing to keep in for  
15 the Board to review and discuss.

16 CEO RICHARDS: Sure.

17 CHAIR RUVALCAVA-GARCIA: Because I think that  
18 sometimes there is a misconception that the Board needs  
19 to be aware and act on everything even operational  
20 stuff, and this might be a good reminder that that's not  
21 really our role. It's good to be involved in, you know,  
22 the communication aspect of it --

23 CEO RICHARDS: Right.

24 CHAIR RUVALCAVA-GARCIA: -- we hear it on the  
25 news, but I think it's still a good reminder. And maybe

1 somewhere in this language we'll be adding  
2 "operational," so that's clear.

3 CEO RICHARDS: Uh-huh. Good.

4 CHAIR RUVALCAVA-GARCIA: Doug, any comments on  
5 that?

6 DIRECTOR LA BELLE: Natalie, if I could just  
7 add a comment. In my past life, obviously, city  
8 managers at the Board, CEO has authority in terms of  
9 expenditure of funds, et cetera, et cetera. Beyond that  
10 if a current situation exceeds your expenditure  
11 authority, if you have to award a contract that exceeds  
12 the amount that you're authorized to approve, what would  
13 occur in that particular situation, and, obviously, you  
14 can't wait for a counsel meeting to repair a sewer line  
15 that has burst in the middle of the main intersection in  
16 town.

17 You have to go out, do it, get it done. And  
18 the way the procedure was set up there is that the city  
19 manager had that responsibility but then you would go  
20 back and report at the next duly noticed counsel  
21 meeting, the actions you took, why you took it on an  
22 emergency basis. So I just throw that out as, you know,  
23 I'm not sure exactly how that would incorporate into the  
24 policy, but I think that's basically when something  
25 occurs that exceeds Michele's or staff's operating

1 authority under the approved budget then there needs to  
2 be mechanism where obviously you do it, but then the  
3 Board is made fully aware of what the action was at the  
4 next Board meeting and the public as well. That's my  
5 thought.

6 CEO RICHARDS: I can red line both of those  
7 suggestions, Natalie, for discussion at the Board  
8 meeting on the 19th, so it'll be added to this.

9 CHAIR RUVALCAVA-GARCIA: Great. Yeah. Let's  
10 do that.

11 CEO RICHARDS: Okay.

12 CHAIR RUVALCAVA-GARCIA: Because I think there  
13 might be -- you and I briefly talked about this, and I  
14 think there might be some confusion, because the reason  
15 it was there, you know, there were some other concerns  
16 too about other types of events, although that's an  
17 emergency situation, but definitely good to bring up.  
18 Okay. So any additional questions on this policy?

19 Okay. So hearing that there are none, we're  
20 going to move on to on to 5.04, CEO Compensation and  
21 Benefits. And I believe we did have a public comment on  
22 this item.

23 REGGIE MUNDEKIS: Yes. Hi, this is Reggie.  
24 This policy is always a little bit tricky because  
25 everybody's a state employee including the CEO, and

1 there were some comments and issues. Some comments  
2 raised about how do we align this with code. Since  
3 there is -- there are state procedures for setting  
4 salary. And the way that I see it, as the 32nd DAA is a  
5 state institution, what's the simplest way of writing a  
6 policy stating the compensation and benefits of  
7 CEO/manager is determined by input of the Board members  
8 and within the framework established by the State.

9 Because the Board does have input and -- into  
10 the salary and compensation of the CEO. And there's a  
11 framework by the state that says, okay, here's your  
12 salary ranges, here's the types of benefits available,  
13 you know. So how do we correct the policy that let's us  
14 do that without writing something that's so confusing  
15 and cumbersome? I'm just looking for a simple way to do  
16 this and get us aligned in the right way.

17 CEO RICHARDS: Maybe if I could add a little  
18 background to this. So I believe when this policy was  
19 first drafted -- and it's included in some form in the  
20 last policies as well -- the Board of Directors of the  
21 DAAs in California had authority to set the CEO's salary  
22 within the established salary range.

23 That changed sometime around a year, maybe 14  
24 months ago, and so the Boards, while they can support  
25 salary decisions by CDFA, boards no longer have

1 authority to set the salary of the CEO even within the  
2 rage. That's dictated by CDFA. So it kind of makes  
3 this language that was developed moot because  
4 unfortunately the Board doesn't have that authority.

5 So I think this policy needs to be thoroughly  
6 reviewed to make sure that -- that the Board understands  
7 that CDFA sets those -- those salaries and establishes  
8 where in the salary range the CEO falls. And the Board  
9 has no authority over benefits either, so this may end  
10 up in the end being a very, you know, very short policy.  
11 So but most of this that is highlighted is not within  
12 the Board's authority anymore. It was when, I believe,  
13 when the Board -- the policy was first drafted but not  
14 any longer.

15 CHAIR RUVALCAVA-GARCIA: And, Michele, is that  
16 even if the employee came from outside of the state? I  
17 think the rules might be a little different because I  
18 think the difference with your position that you came  
19 from within --

20 CEO RICHARDS: Yes.

21 CHAIR RUVALCAVA-GARCIA: And other CEOs have  
22 come from outside of the -- of California.

23 CEO RICHARDS: Right. If -- if an employee has  
24 worked outside of the state's system prior to being  
25 appointed, the salary can be set in comparison to the

1 salary that they were earning, you know, in the private  
2 sector. But still the Board can recommend a, you know,  
3 where on that salary range that, you know, that the  
4 offer could be made. But you're right, Natalie, that's  
5 not the case if someone comes from within the state  
6 system.

7 CHAIR RUVALCAVA-GARCIA: Yeah. And I think the  
8 important thing also -- and we'll have this  
9 discussion -- I think this is a good one to bring before  
10 the Board with all the questions that were presented by  
11 Reggie and others is at least to give the Board the  
12 opportunity to support, you know, increase in pay or  
13 whatever might need to be done or advocate for the  
14 CEO --

15 CEO RICHARDS: Right.

16 CHAIR RUVALCAVA-GARCIA: -- to get their pay.

17 CEO RICHARDS: Yeah. And I -- I -- I  
18 appreciate all of that. Thank you, everybody, for your  
19 support. What might be helpful is between now and the  
20 Board meeting, I can work with CDFA on specific language  
21 and red line this even further rather than just, you  
22 know, highlighting it and saying, you know, we can't do  
23 this. Well, what can the Board do? What is the  
24 Board's, you know, flexibility in this, and I'll add  
25 some red line comments that might help in that

1 discussion.

2 CHAIR RUVALCAVA-GARCIA: Okay. Perfect.

3 DIRECTOR LA BELLE: Natalie, this is Doug.  
4 Michele, what led to CDFA making that change? Where did  
5 they get the authority to -- to do that?

6 CEO RICHARDS: Yeah.

7 DIRECTOR LA BELLE: Was it a legislative  
8 action? What was it?

9 CEO RICHARDS: You know, I don't know, but I'll  
10 ask that question, Doug. They didn't ask me. Let's put  
11 it that way. I don't know where that was coming from.  
12 I don't believe it was legislative action. I think it  
13 was, you know, action on the part of CalHR. You know,  
14 even above and beyond CDFA. But I'll get the answers to  
15 all of that and make notes on this for the, you know,  
16 the discussion at the November board meeting.

17 DIRECTOR LA BELLE: Thank you.

18 CEO RICHARDS: Yeah. All that to say that this  
19 one needs more work, right?

20 CHAIR RUVALCAVA-GARCIA: No -- and, Reggie, I  
21 appreciate your feedback on -- on simplifying it a  
22 little bit as well, so thank you. We'll definitely take  
23 that into consideration at the Board meeting.

24 CEO RICHARDS: Yeah. I think the policy just  
25 needs to be really clear about what the -- what the



1 scope of the Board's authority is. Toward compensation  
2 and benefits. And I think that's a good word, Natalie,  
3 you know, to support those decisions, but unfortunately,  
4 at this point, the Board doesn't have authority to  
5 enact, you know, any -- any salary decisions.

6 CHAIR RUVALCAVA-GARCIA: Yeah. And I'll take a  
7 look at it too. And Tammy, if -- do you have any  
8 comments, or, you know, do you think that your team  
9 might be able to look at it and see if there's a way to  
10 modify or simplify it a little bit?

11 TAMMY LOHR: Yeah. I think so. I think, you  
12 know, Michele's suggestion of working with CDFA on doing  
13 some red line edits would be really effective. We can  
14 always take the first cut of that and then base- -- and  
15 then provide that to Michele and then she can review  
16 that with CDFA if that works for you guys --

17 CEO RICHARDS: Actually --

18 TAMMY LOHR: It can be a change since our  
19 initial draft.

20 CEO RICHARDS: That would be helpful, Tammy.

21 TAMMY LOHR: Sure.

22 CEO RICHARDS: I know you're -- you're very  
23 familiar with the structure at CDFA, so yeah, that would  
24 be really helpful.

25 TAMMY LOHR: Absolutely. We'll do that.

1 CHAIR RUVALCAVA-GARCIA: Perfect. Thank you.  
2 All right. Any additional comments on this policy? So  
3 hearing that there are none, we're going go ahead and  
4 move on to 5.05, CEO Performance Evaluation. This  
5 policy mainly was put in place so that we can ensure  
6 that the CEO gets consistent performance evaluations  
7 from the Board.

8 We found that in the past it was inconsistent,  
9 there were not a lot of records. We want to make sure  
10 that we're providing useful feedback to the CEO on  
11 performance. So any questions on this one?

12 REGGIE MUNDEKIS: Hi, this is Reggie. I don't  
13 have any comments on this. Thank you.

14 CHAIR RUVALCAVA-GARCIA: Thanks, Reggie. Okay.  
15 Perfect. All right. We'll go ahead and move on to  
16 5.06, Emergency CEO Succession. So this is if there  
17 happens to be an issue with the CEO and we need to  
18 quickly make some modifications. This just outlines the  
19 procedures or policies that the Board can take. Very  
20 short and straightforward. Any questions on this one?

21 REGGIE MUNDEKIS: I like the policy. And a  
22 question that I just came up with on this is: Is there  
23 a provision somewhere for a temporary CEO or an acting  
24 CEO in case -- for instance, a CEO will remain CEO  
25 after, say, a two-month absence for personal or other

1 reasons, and we just want to have someone in place to be  
2 the (inaudible) the temporary CEO. So I don't know if  
3 that would be covered by this policy or something -- or  
4 another policy, but thank you for doing this.

5 CHAIR RUVALCAVA-GARCIA: And that's a great  
6 question. Thanks, Reggie. So this just -- this policy  
7 is mainly speaking or looking at if the CEO leaves but  
8 not for temporary -- but right now, Michele, I think the  
9 process is if you go on vacation or you delegate  
10 authority to either your chief operating officer or your  
11 chief marketing office; is that correct?

12 CEO RICHARDS: That's correct. Yeah.

13 CHAIR RUVALCAVA-GARCIA: So, you know, I -- to  
14 Reggie's point, I think we should consider putting  
15 something in on a temporary basis and see if the Board  
16 would like to have a discussion on that. You know,  
17 because I think it's one thing for vacation coverage but  
18 it's probably another if there is, like, a long-term  
19 disability. So maybe that's something you can look at.

20 CEO RICHARDS: There's a sentence here. I  
21 don't know if this is complete or -- or clear enough,  
22 but at the end of the last paragraph, "Should the Board  
23 be required to appoint an interim CEO, it will make such  
24 appointment in accordance with the notice and reporting  
25 requirements of the Bagley-Keen Open Meeting Act."

1 CHAIR RUVALCAVA-GARCIA: Okay. That -- yeah,  
2 that -- okay. That should cover it, I think.

3 REGGIE MUNDEKIS: This is Reggie. My question  
4 is slightly different than the appointment of an interim  
5 CEO because my interpretation of the appointment of an  
6 interim CEO is that the prior CEO is permanently gone  
7 from the fairgrounds, and we're putting some -- we're  
8 appointing an interim CEO until a decision can be made  
9 as to who is the permanent CEO.

10 My -- the question -- the issue I'm raising is  
11 different because I'm -- we have a CEO who needs to  
12 leave for -- for several months perhaps but it's going  
13 to return at the end of several months to resume being  
14 permanent CEO. So we have a person in that period who  
15 is acting as CEO and is not going to be appointed  
16 permanent CEO because the permanent CEO is coming back  
17 after that absence.

18 So how do we handle that? Would that just be a  
19 delegation of authority situation, or would the Board  
20 want to appoint a term-limited acting CEO? There's a  
21 number of ways of handling it and just -- because I see  
22 that situation coming up for a number of issues, and,  
23 you know, it -- because there's also HR consideration,  
24 as far as someone took a leave of absence for a number  
25 of reasons allowed under -- you know, allowed by HR and

1 they're -- they're coming back to the same job after  
2 that.

3 So that's -- that's maybe a different  
4 conversation than this because this is succession  
5 policy, but really that's something that we need to talk  
6 about.

7 CEO RICHARDS: Yeah. This -- you know the last  
8 paragraph also requires that the Board develop a written  
9 emergency plan that is reviewed at the October annual  
10 meeting, and it's revised when needed. And it says that  
11 the plan addresses unplanned, short-term absences of  
12 three months or less as well as long-term or permanent  
13 absences.

14 So that may be the place where the Board  
15 develops more specifics, you know, if this -- if this is  
16 the case then this is what we'll do, you know. If this  
17 is the case, you know, we'll go to plan B.

18 REGGIE MUNDEKIS: That could work. That could  
19 work. As long as it gets done somewhere.

20 CEO RICHARDS: Right.

21 REGGIE MUNDEKIS: Yeah.

22 CEO RICHARDS: And this -- this may be -- I  
23 might suggest, Natalie, that I know that you mentioned  
24 in the last board meeting about the Board discussing  
25 strategic planning and that may be part of that strategic

1 planning process is what is that, you know, that written  
2 plan, transition plan.

3 CHAIR RUVALCAVA-GARCIA: Yeah. I think that --  
4 I mean we should definitely have that in the strategic  
5 planning session, but I think it may not be -- it  
6 actually might be a great idea to stick it into 5.01.  
7 We have appointing the CEO, removing the CEO, and maybe  
8 we add here -- and, Tammy, I'm open to your -- your  
9 suggestions here.

10 But, you know, appointing an interim CEO and  
11 maybe we outline what that looks like because if it's  
12 beyond a three-month period, I don't think the  
13 delegation of authority -- the Board -- I think it kind  
14 of takes away from the Board's oversight if that  
15 delegation of authority is given to somebody else  
16 without the Board actually having a say.

17 And, Doug, I don't know if you -- what are your  
18 thoughts on that?

19 DIRECTOR LA BELLE: Natalie, I would agree with  
20 your thought on that. I think at some point in time, if  
21 it's going to be an extended period of time that the  
22 individual is going to be gone, I think the Board should  
23 have the ability to step in and make that decision as to  
24 who the interim CEO is going to be.

25 It may very well be one of the individuals

1 identified in the succession plan, but I think the Board  
2 needs to -- we need to make it clear that it's the  
3 Board's authority at that point in time. But I think  
4 you can handle it maybe in both areas you can handle it  
5 in the policy and then, you know, we could work on  
6 Michele's suggestions to do it as a part of our annual  
7 responsibility.

8 CHAIR RUVALCAVA-GARCIA: Yeah, and you know  
9 I -- and the only reason I think we need to include it  
10 in the policy is because it's my hope that the Board  
11 will utilize the policies to come up with the strategic  
12 planning. And I really think that they need to go hand  
13 in hand because then we'll have two documents that sort  
14 of are living separate lives. And I think we need to  
15 avoid that. So if we can --

16 DIRECTOR LA BELLE: Yeah. I agree with you,  
17 Natalie.

18 CHAIR RUVALCAVA-GARCIA: Okay. Perfect. So we  
19 will add that to Board policy 5.01, and then, yeah,  
20 so -- and then we'll do it in (inaudible.)

21 CEO RICHARDS: And, Tammy, do you want to  
22 suggest some language on that for us as well?

23 TAMMY LOHR: Sure. We can definitely do that.

24 CEO RICHARDS: Okay. Great. Thank you.

25 CHAIR RUVALCAVA-GARCIA: Okay. Thank you.

1 Thanks, Reggie. All right. So 5.07 -- I think this is  
2 our last policy.

3 CEO RICHARDS: It is.

4 CHAIR RUVALCAVA-GARCIA: All right, everybody,  
5 let's do this. All right. 5.07, CEO Event  
6 Responsibilities. So the purpose of this policy is to  
7 establish guidelines and expectations for the CEO  
8 related to event-specific responsibilities, area of  
9 focus include event logistics, event ticket  
10 distribution, and fairground management.

11 And I know that there was a public comment on  
12 this specifically in the area of distributing tickets to  
13 neighbors for the Fair.

14 REGGIE MUNDEKIS: Yeah. Hi, this is Reggie.  
15 The highlighted portion refers to a neighbor ticket  
16 policy. Do we have a copy of that policy?

17 CEO RICHARDS: Yes, we do.

18 REGGIE MUNDEKIS: Okay. So it's written. It's  
19 just not verbal.

20 CEO RICHARDS: No. It's not verbal.

21 REGGIE MUNDEKIS: Okay. Because the reason I  
22 ask that is that each year when the tickets are given to  
23 the neighbors, I get the unhappy people who -- who claim  
24 that somehow the boundary for who does and doesn't  
25 receive discounted tickets has changed, and I'm like,



1 you know, you need to talk to the fairgrounds about that  
2 because, you know, so --

3 Okay. So there is a written policy on that.  
4 Just a couple other things, under the -- on page three,  
5 under Application of Policy --

6 CEO RICHARDS: Yes.

7 REGGIE MUNDEKIS: It refers to Grandstand  
8 Arena, which is the old name for Action Sports Arena,  
9 and these names of venues change over the years --  
10 just -- I get that. So it's neat and tight. As far as  
11 the issue regarding FPPC, you got -- and the lifetime  
12 passes, work that out with them, as far as what they  
13 want to do.

14 CEO RICHARDS: Are you talking about here?

15 REGGIE MUNDEKIS: Yes. Right. "Responsible  
16 management of lifetime credentials" -- you need to work  
17 that out with the FPPC.

18 CEO RICHARDS: Yeah, yeah.

19 REGGIE MUNDEKIS: Because that was -- that may  
20 have been around at one time, and they changed their  
21 thinking on it -- or whatever, but just work that out  
22 with them and figure out how -- if they say no more  
23 going forward, how -- you know, if the remaining ones  
24 that are outstanding will be valid.

25 CEO RICHARDS: Yeah.

1 REGGIE MUNDEKIS: And then on page seven, where  
2 there's the list of -- under --

3 CEO RICHARDS: Sorry. Here?

4 REGGIE MUNDEKIS: It's okay. It's okay.

5 CEO RICHARDS: Here we go.

6 REGGIE MUNDEKIS: Yes. Under "fairgrounds  
7 management leasing policy," we want to add "comply with  
8 high-profile events policy" to the bulleted list.

9 CHAIR RUVALCAVA-GARCIA: I don't have any  
10 objections to that. Do you, Michele?

11 CEO RICHARDS: Not at all, no.

12 REGGIE MUNDEKIS: Okay. Okay. And when I read  
13 the ticket policy, it seemed to be the existing ticket  
14 policy. No -- no changes within that section as far as  
15 distribution of tickets sent out and the allowable  
16 number of tickets per person.

17 CEO RICHARDS: That's correct. And that's in  
18 compliance with FPPC. Yeah. I think -- I think we  
19 covered everything.

20 CHAIR RUVALCAVA-GARCIA: Okay. Perfect.

21 CEO RICHARDS: I think we're good.

22 CHAIR RUVALCAVA-GARCIA: We're good. Any  
23 informational items? Is there anything to add? If  
24 there are none, I -- I will would go ahead and adjourn  
25 this meeting.

1 CEO RICHARDS: I think we need to have a  
2 ceremonial moment, right, about getting through all the  
3 policies. Congratulations Chair Ruvalcava-Garcia and  
4 Director Bagneris. That's awesome. That's a lot of  
5 hard work, and thank you to Moss Adams.

6 DIRECTOR BAGNERIS: This is Director Bagneris,  
7 and I just heard what you said and even though I'm busy  
8 doing some work that my boss says I must complete, I  
9 want to thank you, Michele. I want to thank our chair,  
10 Ruvalcava-Garcia, for what you've done to help get us to  
11 this point. We've been doing this for a long time. It  
12 was implemented when I was chair. It went through  
13 Director Ruiz's time as chair, and now we are finally  
14 finishing it up.

15 I want to thank everybody who has helped in  
16 this process. I really appreciate the comments that are  
17 coming from Reggie, which really helps us to see clearly  
18 that we were on the right -- right path in a lot of  
19 these areas. Thanking Doug for his input. This is a  
20 great accomplishment and for us to get this to the Board  
21 and finally get these approved policies in place is  
22 huge. We ought to have some type of celebration when we  
23 can all get back together, so thank you.

24 CHAIR RUVALCAVA-GARCIA: Yeah, no, I agree.  
25 Well said, Director Bagneris. I -- I think I remember

1 it was last summer when we actually had a special  
2 Saturday meeting just to approve the RFP for Moss Adams,  
3 so thank you to Moss Adams for keeping us focused and  
4 getting us to this point, you know. And also to members  
5 of the public for, you know, hanging on with us and --  
6 and providing very thoughtful feedback which is helpful  
7 to us because in order to maintain a transparent  
8 process.

9 We really need engagement from the public, so I  
10 appreciate you taking the time to do that. And then, of  
11 course, to staff for just, you know, basically making us  
12 look good when we're going through all of these  
13 processes and keeping us focused and making sure that we  
14 have all the resources that we need, so thank you.

15 DIRECTOR BAGNERIS: Let me just say one more  
16 thing, and I want to call out Summer because she takes  
17 all this and she makes it look the way it should look,  
18 so I appreciate what she does in the back as well.

19 SECRETARY ANGUS: Thank you.

20 DIRECTOR LA BELLE: Natalie, this is Doug.

21 CHAIR RUVALCAVA-GARCIA: Sorry. Oh, go ahead.

22 DIRECTOR LA BELLE: I -- I just wanted to ditto  
23 Barbara's comments and everybody else's comments. You  
24 and Barbara, Michele, staff, Moss Adams, and Summer, you  
25 guys did the heavy lifting, and I've been through these

1 processes before, and it's a very, very work-intensive  
2 effort. And as one board member I certainly want to  
3 congratulate the committee, staff, Moss Adams, for all  
4 your hard work, and I think the final product is  
5 excellent. And thanks again so much, and yeah, we do  
6 need to have some sort of celebration when -- when we  
7 can get together again. So we'll figure that one out.  
8 Alrighty. Thanks.

9 CHAIR RUVALCAVA-GARCIA: And I think, too,  
10 Michele, when we get the Board to comment and approve  
11 these policies -- or not -- not get the Board. When we  
12 present these to the Board and the full Board has an  
13 opportunity to weigh in on our contribution to this with  
14 all of our public comments and everything else from this  
15 workshop and we take it forward and vote on it and we  
16 can actually get this across the finish line, I think it  
17 will definitely be worth, you know, celebrating at that  
18 Board meeting.

19 So if we can do something there, and the other  
20 thing I just want to mention is as the Board is adopting  
21 new policies, are we ensuring that they're being updated  
22 or added to the governance process because that's one  
23 thing I'm kind of -- you know, as a member of the audit  
24 committee, you know, I know when we were able to get  
25 many of the audits complete, every time we do that, we

1 have to respond to our auditor.

2 And we have an audit coming up soon. I'm not  
3 sure that all of those policies are actually being  
4 reported, so I just want to make sure that they also get  
5 reported. So if we can discuss what that process would  
6 look like at the Board meeting, because I just want to  
7 make sure that we're keeping everything, you know, up to  
8 date.

9 CEO RICHARDS: Yes. So as -- as the groups of  
10 policies are being approved by the -- the full board,  
11 we're noting that on each individual policy. When it  
12 was adopted by the Board. When it went into effect. So  
13 and then we'll be creating policy manuals for staff and  
14 each board member and then we'll be posting those  
15 policies on the -- on the website as well, so that  
16 everybody will have access to, you know, to the new  
17 policies. So an old policy stays in effect until a new  
18 policy is adopted to take its place. So everything  
19 we're doing is being dated, when it was -- it  
20 received approval from the full Board, so, yeah.

21 CHAIR RUVALCAVA-GARCIA: Well, thank you. Are  
22 there any final comments from anybody on this call?  
23 Anything, feel free --

24 DIRECTOR LA BELLE: Natalie, I just want one  
25 thought. That discussion raised an item with me, and I

1 think the Board can discuss it. Way back when, being  
2 the old guy, in my early days on the Board, Steve  
3 Beazley was the CEO at the time, and there used to be --  
4 maybe Reggie remembers -- there used to be an attachment  
5 to the monthly staff's agenda or board agenda that had a  
6 two- or three-page review.

7 And it basically was reaffirming that the  
8 action we were doing on such and such was in compliance  
9 with board policy so on and so on and so on. Somehow at  
10 some point in time, I can't remember exactly when, that  
11 process stopped. It may have been in a transition  
12 from -- from Steve to Jerome and then Doug on an interim  
13 basis. Maybe we could go back and research why we quit  
14 doing that, and is there any benefit to doing that on a  
15 go-forward basis? Reggie do you have any thoughts on  
16 that?

17 REGGIE MUNDEKIS: First, I'd like to thank  
18 everybody for their work on this process. It's very  
19 important, and we're in such a much better place than we  
20 were, as far as policies, so thank you, everyone, on  
21 this. And, Doug, I don't remember that, but let me go  
22 and look in my archives for old agenda packets and see  
23 if I can find an example of what you are referencing, so  
24 thank you guys.

25 CEO RICHARDS: And, Doug, we can certainly do

1 that on our end too. I -- I'm not familiar with what  
2 you're describing, but maybe we can have a conversation  
3 off line. You can give me a few more details. I know  
4 that the Board policies are -- are included in the --  
5 when we used to meet in person and you all had your  
6 binders.

7 At each meeting, the policies were included in  
8 those binders, so I'll go back. Summer and I will do a  
9 little recognizance work too and see if we can see what,  
10 you know, what you might be referring to because it  
11 sounds like a good document anyhow.

12 DIRECTOR LA BELLE: And I don't know that it's  
13 really beneficial in terms of the -- of the time and  
14 effort, but it's at least worthy of going back and kind  
15 of revisiting what we did and why we did it.

16 CEO RICHARDS: Yeah, yeah.

17 DIRECTOR LA BELLE: I can give you some  
18 additional thoughts if they materialize in my brain.  
19 Okay.

20 CEO RICHARDS: There are also a set of  
21 operational policies that -- that we have collected from  
22 the past several years. Like, for example, the  
23 no-smoking policy that the Board adopted. The  
24 cannabis-event policy. The high-profile event policy.  
25 We are formatting all of those policies into a Group 6



1 policies. They've already been adopted by the Board,  
2 but we'll include all of those in the finished manual so  
3 that the Board has a complete set of, you know, of  
4 everything that's been adopted in the past as well.

5 REGGIE MUNDEKIS: Thank you.

6 CEO RICHARDS: Natalie, you're muted.

7 CHAIR RUVALCAVA-GARCIA: I'm telling you, I do  
8 that at least once a day. I live on Zoom now. So I  
9 just want to wish everybody a wonderful weekend, and be  
10 well, so thank you.

11 (Whereupon, the OCFEC Governance Committee  
12 Workshop was hereby adjourned at 10:03 a.m.)  
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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: 11/16/2020

*Patricia Garrido*

Patricia Garrido, CSR No. 14364

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