



## **CDFA Fairs and Expositions Branch**

### **FAIR CEO & BOARD OF DIRECTORS TRAINING**

#### **TRAINING NOTICE**

Hosted by CDFA, on

Thursday, October 13, 2022

10:00 a.m.

OC FAIR AND EVENT CENTER

88 Fair Drive, Costa Mesa, CA 95626

Administration Building

#### **PUBLIC PARTICIPATION**

Members of the public are encouraged to attend the training hosted by CDFA. While the Board values the participation of the public, CDFA reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker in order to proceed with the agenda. Public comment must be related to Open Meeting Laws for DAAs. All meeting notices, agendas and materials considered by the Board during the meeting will be available during the meeting.

The agenda and notices will also be available on the website at:

[www.cdfa.ca.gov/fairsandexpositions](http://www.cdfa.ca.gov/fairsandexpositions)

#### **AMERICANS WITH DISABILITIES ACT**

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 F&E at: 916-999-3000.

For more information concerning this meeting contact:

**F&E at 916-999-3000**

[www.cdfa.ca.gov/fairsandexpositions](http://www.cdfa.ca.gov/fairsandexpositions)



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE

**CDFA Fairs and Expositions Branch  
Fair CEO & Board of Directors Training  
Thursday, October 13, 2022, 10:00 a.m.**

**AGENDA**

Any item not listed on the agenda will not be discussed or considered by the Board. Public Comments will be accepted on Agenda items at the time each item is considered by the Board. Comments are limited to three minutes.

**CALL TO ORDER – CDFA FAIRS & EXPOSITIONS BRANCH**

**INTRODUCTION OF GUESTS**

**PUBLIC COMMENT:**

Members of the public are encouraged to attend the training hosted by CDFA. While the Board values the participation of the public, CDFA reserves the right to limit the time for public comment to a maximum of three (3) minutes per speaker in order to proceed with the agenda. Public comment must be related to Open Meeting Laws for DAAs. All meeting notices, agendas and materials considered by the Board during the meeting will be available during the meeting. The agenda and notices will also be available on the website at [www.cdfa.ca.gov/fairsandexpositions](http://www.cdfa.ca.gov/fairsandexpositions), under "Meetings".

**NEW BUSINESS (Discussion/Action by Board)**

1. Office of Civil Rights
  - a. Maintaining a Respectful Work Environment
2. Fairs and Expositions
  - a. Roles and Responsibilities
  - b. Open Meeting Laws
  - c. Parliamentary Procedure

**ADJOURNMENT**

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 F&E at 916-999-3000, or [www.cdfa.ca.gov/fairsandexpositions](http://www.cdfa.ca.gov/fairsandexpositions)

For more information concerning this meeting contact:  
**F&E at 916-999-3000**