

MINUTES

REGULAR TELECONFERENCE MEETING OF CALIFORNIA FAIR SERVICES AUTHORITY BOARD OF DIRECTORS

February 14, 2018

1776 Tribute Road, Suite 100, Sacramento, CA 95815

Dan Jacobs, Board Chair
Antelope Valley Fair(50th DAA)

Jim Wolcott, Director (via phone)
Lassen County Fair

Stephen Kenny, Director
Butte County Fair

Michael Olcott, Director
Kern County Fair (15th DAA)

Jack Blyskal, Director
Public Member

Patricia Conklin, Director
Dixon May Fair (36th DAA)

John Quiroz, Director
CDFA Branch of Fairs & Expositions

Christy Layton, Legal Counsel to CFSA
Renne Sloan Holtzman Sakai LLP

Becky Bailey–Findley, Executive Director
California Fair Services Authority

Rebecca Desmond
Deputy Executive Director
California Fair Services Authority

Raechelle Gibbons, Controller
California Fair Services Authority

Charlie Mitchell, Consultant
California Fair Services Authority

Tom Amberson, Risk Department
Manager
California Fair Services Authority

Melissa Thurber, Communication Director
California Fair Services Authority

Kevin Wright, Mgr of Bus Svcs
California Fair Services Authority

Cindy Hehner, WC Administrator
California Fair Services Authority

I. CALL TO ORDER

Pursuant to the meeting notice, a regular teleconference meeting of the California Fair Services Authority (CFSA) Board of Directors was convened at 10:07 a.m., February 14, 2018, by Board Chair Dan Jacobs, in the conference room at 1776 Tribute Road, Suite 200, Sacramento, California, and at the Lassen County Fair.

II. APPROVAL OF MINUTES

Moved by Director Wolcott and seconded by Director Blyskal to adopt **Resolution No. 18-01** approving the minutes of the regular meeting of December 6, 2017 as presented to the Board of Directors.

Ayes: Chair Jacobs, Directors Olcott, Wolcott, Kenny, Conklin, Quiroz, and Blyskal

Noes: None

Abstain: None

Absent: None

III. ADOPTION OF RESOLUTION DELEGATING TO CFSA'S TREASURER THE AUTHORITY TO INVEST FUNDS OR TO SELL OR EXCHANGE SECURITIES

This is an annual delegation from the board to the treasurer for authority to invest funds or to sell or exchange securities for CFSA according to CFSA investment policies.

Moved by Director Olcott and seconded by Director Conklin to adopt **Resolution No. 18-02** delegating to CFSA's Treasurer the authority to invest funds or to sell or exchange securities.

Ayes: Chair Jacobs, Directors Olcott, Kenny, Wolcott, Conklin, Quiroz, and Blyskal

Noes: None

Abstain: None

Absent: None

IV. ADOPTION OF RESOLUTION APPROVING CFSA'S INVESTMENT GOALS, OBJECTIVES, AND POLICIES

Government Code Section 53646 requires Board action on an annual basis to review and approve the agency's investment policies.

Moved by Director Conklin and seconded by Director Blyskal to adopt **Resolution No. 18-03** approving CFSA's investment goals, objectives, and policies.

Ayes: Chair Jacobs, Directors Olcott, Kenny, Wolcott, Conklin, Quiroz, and Blyskal

Noes: None

Abstain: None

Absent: None

V. INFORMATION ITEMS

1. General Liability and Workers' Compensation Claims Audits

The 2017 General Liability Claims audit conducted by RMS and the 2017 Workers' Compensation Claims Audit performed by Bickmore were presented by Executive Director Bailey-Findley.

2. Plan and timeline for the 2018 CFSA Board of Directors Election Schedule and Process, and a Discussion on Strengthening Board Effectiveness:

A. Rebecca Desmond presented the election schedule for 2018. Board Member terms that are expiring on December 31, 2018 include Stephen Kenny, Class 1-2, and Pat Conklin, class 3-7. Both of these members are eligible to be nominated on the ballot for another term.

B. Board Chair Dan Jacobs led a discussion on strengthening Board effectiveness. The discussion included encouraging board member alternates to participate in board meetings, perform an evaluation of the board every other year, develop a Direction Statement for the board, and to investigate the possibility of having defined responsibilities for board members. A committee was formed including Board Chair Jacobs, Director Blyskal, and CFSA staff to review the seats of the board to determine whether the current structure of having two seats for class 1-2 fairs, two seats for class 3-7 fairs, and a seat that rotates from those two groups every four years is the best way to seat the board, and to possibly amend the JPA agreement if a better situation is decided upon.

3. 2017 Fourth Quarter CFSA Investment reports were presented as written.

4. Staff reports were presented as written:

- a. Administrative Services
- b. Construction Department
- c. Finance Department
- d. Risk Department

5. Executive Director Report was presented by Becky Bailey-Findley.

6. Director's Reports

- A. Director Conklin said "Go USA!" as the Winter Olympics are currently being held in Korea.
- B. Director Quiroz encouraged all to keep up the good work.
- C. Director Blyskal agreed that he was cheering for the USA Olympic team.
- D. Director Olcott offered a thanks to staff.
- E. Chair Jacobs shared that he enjoyed sharing dinner with the CFSA

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staff that attended the WFA convention in January, and thank you for staff participation in that convention. He thanked staff for handling well the challenges that arose in 2017, and thanked Christy Layton for her excellent legal counsel. Also mentioned was the fact that they are using the Target Solutions training program extensively at his fairgrounds, for board training, volunteer training and many other training solutions.

7. Next Board Meeting is scheduled for April 4, 2018 at 10 a.m.

VI. Closed Session

The Board adjourned from regular session at 12:02 p.m. and after a break, went into closed session at 12:09 p.m. to discuss the following:

Workers' Compensation Claims – Government Code Section 54956.95

CLAIMANT: Filiberto Salinas

AGENCY CLAIMED AGAINST: 32nd District Agricultural Association

Liability/Special Events Claims – Government Code Sec. 54956.95

CLAIMANTS: Clifford J. Gordon, II, Dana L. Bell, and Lyle L. Bell

AGENCY CLAIMED AGAINST: 28th District Agricultural Association, et al.

CLAIMANTS: Larry Reynolds.

AGENCY CLAIMED AGAINST: 31st DAA Ventura County Fair

CLAIMANTS: Donald Shields, Sr., et al.

AGENCY CLAIMED AGAINST: Cloverdale Citrus Fair, et al.

CLAIMANTS: Lance Grenamyre

AGENCY CLAIMED AGAINST: Alameda County Fair

VII. Open Session

The Board adjourned from Closed Session at 12:56 p.m. and resumed regular session. There was no reportable action taken during closed session.

VIII. Adjournment

The meeting was adjourned at 12:56 p.m.

CHAIR

ATTEST:

SECRETARY