

# MINUTES

## REGULAR TELECONFERENCE MEETING OF CALIFORNIA FAIR SERVICES AUTHORITY BOARD OF DIRECTORS

August 1, 2018

1776 Tribute Road, Suite 100, Sacramento, CA 95815

**Dan Jacobs**, Board Chair  
Antelope Valley Fair(50<sup>th</sup> DAA)  
(Via Phone)

**Stephen Kenny**, Director  
Butte County Fair

**Michael Olcott**, Director  
Kern County Fair (15<sup>th</sup> DAA)  
(Via Phone)

**Jack Blyskal**, Director  
Public Member

**Christy Layton**, Legal Counsel to CFSA  
Sloan Sakai Yeung& Wong 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

### 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 10:10 a.m., August 1, 2018, by Board Chair Dan Jacobs, in the conference room at 1776 Tribute Road, Suite 200, Sacramento, California.

### II. APPROVAL OF MINUTES

Moved by Director Kenny and seconded by Director Blyskal to adopt **Resolution No. 18-16** approving the minutes of the regular teleconference meeting of June 6, 2018 after updating the name of Legal Counsel's firm, and as presented to the

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Board of Directors.

Ayes: Chair Jacobs, Directors Olcott, Kenny, Blyskal

Noes: None

Abstain: None

Absent: Directors Quiroz, Conklin, Wolcott

### III. ADOPTION OF RESOLUTION APPROVING THE 2018 PAY SCALE

The Board of Directors is responsible for approving any changes in the CFSA Pay Scale. Several position titles in the Risk Department and the Construction Department have been altered or added to reflect current position and salary needs. There have been no changes to the Salary Grade ranges.

Moved by Director Blyskal and seconded by Director Kenny to adopt **Resolution No. 18-17** approving the 2018 Pay Scale as presented with one change.

Ayes: Chair Jacobs, Directors Olcott, Kenny, Blyskal

Noes: None

Abstain: None

Absent: Directors Quiroz, Conklin, Wolcott

### IV. ADOPTION OF RESOLUTION APPROVING THE EXECUTION OF LETTERS FROM SLOAN SAKAI REGARDING DISCLOSURE OF AND REQUEST FOR CONSENT TO REPRESENTATION OF MULTIPLE CLIENTS

The firm Renne Sloan Holtzmann Sakai ("RSHS") officially became Sloan Sakai Yeung & Wong ("SSYW") on March 1, 2018. Due to the name change SSYW has provided us with an updated written disclosure and request for consent to their representation of multiple clients.

Moved by Director Blyskal and seconded by Director Kenny to adopt **Resolution No. 18-18** approving the execution of letters from Sloan Sakai regarding Disclosure of and Request for Consent to Representation of multiple clients.

Ayes: Chair Jacobs, Directors Olcott, Kenny, Blyskal

Noes: None

Abstain: None

Absent: Directors Quiroz, Conklin, Wolcott

### V. ADOPTION OF RESOLUTION APPROVING NEW CFSA MEMORANDUM OF COVERAGE AND CERTIFICATE OF COVERAGE FOR THE GENERAL LIABILITY RISK SHARING PROGRAM

As of January 1, 2018, CFSA entered the CSAC-EIA General Liability 1 Program. CSAC-EIA has issued to CFSA a new C SAC-EIA Memorandum of Coverage effective for the coverage period from July 1, 2018 to July 1, 2019. The coverages under the new updated CFSA MOC would be the same as the coverages in the prior CFSA MOC. The new updated COC as drafted by CFSA

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staff incorporates special provisions that modifies the CSAC-EIA Memorandum so that the coverage is applicable to our member fairs.

Moved by Director Kenny and seconded by Director Blyskal to adopt **Resolution 18-19** approving the new CFSA Memorandum of Coverage and Certificate of Coverage for the General Liability Risk Sharing Program with one change.

Ayes: Chair Jacobs, Directors Olcott, Kenny, Blyskal  
Noes: None  
Abstain: None  
Absent: Directors Quiroz, Conklin, Wolcott

## **VI. Closed Session**

The Board adjourned from regular session at 10:35 a.m. and went into closed session to discuss the following:

### **Liability/Special Events Claims – Government Code Sec. 54956.95**

CLAIMANT: Joyce Dean Edwards  
AGENCY CLAIMED AGAINST: 28<sup>th</sup> DAA San Bernardino County Fair

CLAIMANT: Sid Safi  
AGENCY CLAIMED AGAINST: National Orange Show

### **Conference with Legal Counsel – Existing Litigation**

Name of Case: Caraska v. California Fair Services Authority; Sacramento Superior Case No. 34-2018-00235014 (paragraph (1) of subdivision (d) of Gov. Code Section 54956.9)

### **Conference with Legal Counsel – Anticipated Litigation**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Gov. Code Section 54956.9 (One potential case)

### **Public Employee Performance Evaluation (Government Code Section 54957)**

Title: Executive Director

## **VII. Open Session**

The Board adjourned from Closed Session at 12:36 p.m. and resumed regular session. There was no reportable action taken during closed session.

## **VII. INFORMATION ITEMS**

1. CFSA Investment reports were presented as written.
2. Staff reports were presented as written:
  - a. Administrative Services
  - b. Construction Department
  - c. Finance Department
  - d. Risk Department
3. Legislative Update was presented by Rebecca Desmond.
4. Executive Director Report was presented by Becky Bailey-Findley.
5. Director's Reports - None
6. Next Board Meeting is scheduled for October 3, 2018 at 10 a.m.

IX. Adjournment

The meeting was adjourned at 1:54 p.m.

ATTEST:



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SECRETARY



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CHAIR