

MINUTES

REGULAR MEETING OF CALIFORNIA FAIR SERVICES AUTHORITY BOARD OF DIRECTORS

February 1, 2023

1776 Tribute Road, Suite 100, Sacramento, CA 95815

In attendance:

Board Members

Nancy Sites, Director
Tulelake-Butte Valley Fair

Laurie Giannini, Director
Calaveras County Fair

Kim Floyd, Director
Del Norte County Fair

Mike Francesconi, Director
CDFA Branch of Fairs & Expositions

Chip Holloway, Director
Desert Empire Fair

Tom Mitchell, Director
Madera District Fair

Mike Kielty, Board Chair
Public Member

CFSA Staff

Rebecca Desmond, Executive Director
CFSA

John Quiroz, Deputy Executive Director
CFSA

Raechelle Gibbons, Chief Financial
Officer, CFSA

Kevin Wright, Chief Administration Officer
CFSA

Osman Mufti, Legal Counsel to CFSA
Sloan Sakai Yeung & Wong LLP

Jeff Mathias, Madison Investments

All Board members, CFSA staff and other participants attended in person or remotely via Zoom or phone (as noted), pursuant to the requirements of California Government Code Section 54950, *et seq.*

I. CALL TO ORDER

Pursuant to the meeting notice, a regular meeting of the California Fair Services Authority (CFSA) Board of Directors was convened at 10:00 a.m., February 1, 2023, by Board Member Mike Francesconi and roll call was taken.

II. ELECTION OF BOARD CHAIR AND VICE CHAIR, AND ADOPTION OF

RESOLUTION APPOINTING THE BOARD CHAIR AND VICE CHAIR

Director Giannini was nominated by Director Floyd to serve as Board Chair, the nomination was seconded by Director Mitchell. There were no other nominations for Board Chair. Director Holloway nominated Director Floyd to serve as Board Vice Chair, the nomination was seconded by Director Sites. There were no other nominations for Board Vice Chair.

Moved by Director Mitchell and seconded by Director Holloway to adopt **Resolution No. 23-01** appointing Director Giannini as Board Chair and Director Floyd as Vice Chair to serve a two-year term beginning February 1, 2023.

Ayes: Chair Giannini, Vice Chair Floyd, Directors Francesconi, Sites, Mitchell, Holloway, and Kielty.
Noes: None
Abstain: None
Absent: None

There was no public comment.

Motion passed. Chair Giannini assumed control of the meeting.

IV. INFORMATIONAL ITEM

Jeff Mathias from Madison Investments was recognized and presented an update on CFSA investments and general market conditions. CFO Raechelle Gibbons also clarified investment strategies and opportunities for CFSA. Mr. Mathias left the meeting at 10:29.

V. ADOPTION OF RESOLUTION APPROVING THE MINUTES OF THE REGULAR TELECONFERENCE MEETING OF DECEMBER 7, 2022

Moved by Director Floyd and seconded by Director Francesconi to adopt **Resolution No. 23-02** approving the minutes of the Regular Teleconference meeting of December 7, 2022, as presented.

Ayes: Chair Giannini, Vice Chair Floyd, Directors Francesconi, Sites, Mitchell, and Holloway
Noes: None
Abstain: Director Kielty
Absent: None

There was no public comment.

Motion passed.

VI. ADOPTION OF RESOLUTION APPROVING REVISIONS IN CFSA POLICY 310 VACATIONS AND POLICY 350 GROUP BENEFITS

The following policy updates are proposed:

- a. Policy No. 310 Vacations
 - i. The vacation accrual schedule was updated to accurately reflect the changes to the pay scale that were adopted by the Board of Directors at the December 2022 meeting.
- b. Policy No. 350 Group Benefits
 - i. The definition of "State Service" per Government Code 20069 was clarified to mean service rendered as an employee of CFSA (a CalPERS contracting agency).

Moved by Director Holloway and seconded by Director Kielty to adopt **Resolution No. 23-03** approving revisions to CFSA personnel policies as presented.

Ayes:

Chair Giannini, Vice Chair Floyd, Directors Francesconi, Sites, Mitchell, Holloway, and Kielty.

Noes: None
Abstain: None
Absent: None

There was no public comment.

Motion passed.

VII. 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. Executive Director Rebecca Desmond is the designated CFSA Treasurer per board resolution 19-46.

Moved by Director Holloway and seconded by Director Floyd to adopt **Resolution No. 23-04** delegating authority to CFSA's Treasurer to invest funds or to sell or exchange securities.

Ayes:

Chair Giannini, Vice Chair Floyd, Directors Francesconi, Sites, Mitchell, Holloway, and Kielty.

Noes: None
Abstain: None
Absent: None

There was no public comment.

Motion passed.

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

Every year we review and approve the CFSA Investment Goals, Objectives and Policies as per Government Code Section 53646.

Government Code Section 53646

Statement of investment policy; Report on investments

"In the case of any other local agency, the treasurer or chief fiscal officer of the local agency shall annually render to the legislative body of the local agency and any oversight committee of the local agency a statement of investment policy, which the legislative body of the local agency shall consider at a public meeting. Any change in the policy shall also be considered by the legislative body of the local agency at a public meeting."

There are no recommended changes for this year.

Moved by Director Holloway and seconded by Director Sites to adopt **Resolution No. 23-05** approving CFSA's investment goals, objectives, and policies as presented.

Ayes:

Chair Giannini, Vice Chair Floyd, Directors Francesconi, Sites, Mitchell, Holloway, and Kielty.

Noes: None
Abstain: None
Absent: None

There was no public comment.

Motion passed.

IX. ADOPTION OF RESOLUTION APPROVING GENERAL OPERATING MEMO #23-01 REVISING HAZARDOUS/NONHAZARDOUS ACTIVITIES LIST EFFECTIVE MARCH 1, 2023

Staff received an inquiry from a member wishing to book a "smash room" on the fairgrounds. This is a fully portable, enclosed unit where patrons smash items. This activity is not specifically listed on our Hazardous/Nonhazardous Activities List, and we wish to add it at this time.

In an effort to not have to bring the simple revisions to the Hazardous/Nonhazardous Activities List to the board several times a year as specific unlisted activities are brought to our attention; we have inserted the language "All types including but limited to" all of the hazardous categories in order to give CFSA staff discretion to assign unlisted specific activities to a listed category.

Activities that come to our attention that staff believes need to be named specifically as a hazardous activity due to the high exposure of the activity will still come before the board to be added to the Hazardous/Nonhazardous Activities List.

Moved by Director Floyd and seconded by Director Francesconi to adopt **Resolution No. 23-06** approving General Operating Memo #23-01 revising Hazardous/Nonhazardous Activities List effective March 1, 2023.

Ayes:

Chair Giannini, Vice Chair Floyd, Directors Francesconi, Sites, Mitchell, Holloway, and Kiely.

Noes: None
Abstain: None
Absent: None

There was no public comment.

Motion passed.

X. INFORMATIONAL ITEMS

1. Staff Reports:
 - a. Administrative Services stood as presented.
 - b. Finance Report was briefly presented by Chief Financial Officer Raechelle Gibbons.
 - c. Risk Management was briefly presented by John Quiroz.

The Board took a lunch break at 11:54 a.m. and reconvened at 12:35 p.m.

2. Executive Director's Report was briefly presented by Rebecca Desmond, including a presentation of CFSA's 2023 Operational Plan.
3. Directors' Reports

a. Director Mitchell thanked the CFSA Finance team, especially Renee Yi.

4. Next Meeting: April 5, 2023

XI. PUBLIC COMMENT

There was no public comment.

XII. CLOSED SESSION

The Board adjourned from regular session at 12:53 p.m. and went into closed session to discuss the following:

Workers' Compensation Claims – Government Code Sec. 54956.95

Claimant: Guadalupe Castillo
Agency Claimed Against: Alameda County Fair

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Claimant: Cody White
Agency Claimed Against: Alameda County Fair

Claimant: Jorge Alvarez
Agency Claimed Against: National Orange Show

Claimant: Barbara Bryson
Agency Claimed Against: Ventura County Fair/31st District Agricultural Association

Claimant: Jesus Millan
Agency Claimed Against: Cal Mid-State Fair/16th District Agricultural Association

Claimant: Krista Tillema
Agency Claimed Against: Santa Barbara County Fair/37th District Agricultural Association

General Liability Claims – Government Code Sec. 54956.95

Claimant: Katelyn Amin
Agency Claimed Against: Calaveras County Fair 39th/District Agricultural Association

Claimant: Robert Watson

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Agency Claimed Against: Contra Costa County Fair/: 23rd District Agricultural Association

Claimant: David Cruz-Abundio

Agency Claimed Against: Dixon May Fair/36th District Agricultural Association

Claimant: Joseph Cooke

Agency Claimed Against: Humboldt County Fair

Claimant: Adam Carleton

Agency Claimed Against: Orange County Fair/32nd District Agricultural Association

Claimant: CA Fight League

Agency Claimed Against: San Bernardino County Fair/28th District Agricultural Association

Claimant: Bryan Eubanks

Agency Claimed Against: California Fairs Financing Authority

Claimant: Robert Grisak

Agency Claimed Against: Colusa County Fair/44th District Agricultural Association

Claimant: Kietra Newton

Agency Claimed Against: San Mateo Event Center

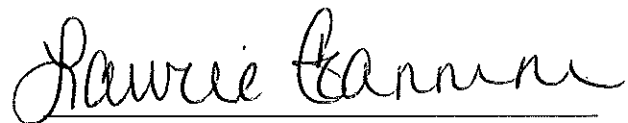
XIII. RECONVENE FROM CLOSED SESSION

The Board adjourned from closed session at 1:24 p.m. and resumed regular session.

There was no reportable action from Closed Session.

ADJOURNMENT

The meeting was adjourned at 1:24 p.m.



Laurie Giannini, **CHAIR**

ATTEST:



Kevin Wright, **SECRETARY**