

## MINUTES

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

June 4, 2025

1776 Tribute Road, Suite 100, Sacramento, CA 95815

In attendance:

#### Board Members

**Laurie Giannini**, Chair  
Calaveras County Fair

**Kim Floyd**, Vice Chair  
Del Norte County Fair

**Chip Holloway**, Director  
Desert Empire Fair

**Andrew Trygg**, Director  
Nevada County Fair

**Mike Kielty**, Director  
Public Member

**Michael Flores**, Director  
CDFA Branch of Fairs & Expositions

#### CFSA Staff

**John Quiroz**, Executive Director  
CFSA

**Tom Mitchell**, Deputy Executive Director  
CFSA

**Raechelle Gibbons**, Chief Financial Officer  
CFSA

**Renee Yi**, Accounting Administrator  
CFSA

**Eugene Chang**, General Liability Claims  
Administrator, CFSA

**Cindy Hehner**, Workers' Compensation  
Claims Administrator, CFSA

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

#### Guests

**Kevin Wong**, Gilbert CPAs

**Melanie Dahl**, Gilbert CPAs

**Raul Hernandezm**, Gilbert CPAs

**Don Ales**, Gold Country Fair

**Michael Fleming**, Public Member

All Board members, CFSA staff and other participants attended 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 teleconference meeting of the California Fair Services Authority (CFSA) Board of Directors was convened at 10:00 a.m., June 4, 2025, by Vice Chair Kim Floyd and roll call was taken.

**II. APPROVING THE MINUTES OF THE REGULAR BOARD MEETING OF APRIL 2, 2025 AND THE SPECIAL MEETING OF MAY 1, 2025**

Moved by Director Floyd and seconded by Director Holloway approving the minutes of the Regular Teleconference Meeting of April 2, 2025 as presented.

Ayes: Chair Giannini; Directors Floyd, Holloway, Trygg, Kielty, Flores  
Noes: None  
Abstain: None  
Absent: Director Munson

There was no public comment.

Motion passed.

**III. ADOPTION OF RESOLUTION ACCEPTING THE 2024 FINANCIAL AUDIT REPORT**

Gilbert CPAs has performed the audit for the CFSA 2024 financial statements. Gilbert senior manager Melanie Dahl will present the 2024 Audit report, the Management Letter, and the Required Communications document at the board meeting. The final copy of the audit report is included as a separate document with the board packet.

Moved by Director Flores and seconded by Director Trygg to adopt **Resolution No. 25-21** accepting the 2024 Financial Audit report as presented.

Ayes: Chair Giannini; Directors Floyd, Holloway, Trygg, Kielty, Flores  
Noes: None  
Abstain: None  
Absent: Director Munson

There was no public comment.

Motion passed.

**IV. ADOPTION OF RESOLUTION ESTABLISHING AND SEATING THE CFSA JPA COMMITTEE**

As CFSA embark on updating the CFSA JPA agreement, which was last updated in 2018, executive staff would like to establish a JPA Committee to assist with the process. The update is going to be a thorough revision and CFSA will need committee members with fairgrounds and risk experience.

The JPA Committee would be a standing committee of the Board, and its meetings will need to be publicly noticed, regardless of the quorum size, as standing committees are considered legislative bodies. The board chair will be asking for board member volunteers to serve on the three-member committee for a one-year term. The committee will consist of three CFSA board members, designated CFSA staff, CFSA legal counsel, and authorized consultants as needed. All JPA agreement recommendations will be brought to the full board for discussion and approval.

Moved by Director Floyd and seconded by Director Trygg to adopt **Resolution No. 25-22** establishing and seating the CFSA JPA committee as presented.

Ayes: Chair Giannini; Directors Floyd, Holloway, Trygg, Kielty, Flores  
Noes: None  
Abstain: None  
Absent: Director Munson

There was no public comment.

Motion passed.

**V. ADOPTION OF RESOLUTION APPROVING 2025 PAY SCALE**

At the December 2024 CFSA board meeting the board approved a 5% Cost of Living Adjustment (COLA) and a 3% increase for positions that still needed an adjustment per the 2022 Salary Study. These adjustments have been updated on the 2025 Pay Scale for all positions with the exception of the Executive Director position.

Moved by Director Flores and seconded by Director Holloway to adopt **Resolution No. 25-23** approving 2025 Pay Scale as presented.

Ayes: Chair Giannini; Directors Floyd, Holloway, Trygg, Kielty, Flores  
Noes: None  
Abstain: None  
Absent: Director Munson

There was no public comment.

Motion passed.

**VI. ADOPTION OF RESOLUTION APPROVING CFSA TO JOIN THE CAL EMERGENCY RESPONSE RESILIENCY VENUES AND FAIRGROUNDS (CERRVF) AS AN AFFILIATE MEMBER**

**CERRVF (California Emergency Response Resources for Fairgrounds)** is a statewide network of fairgrounds and emergency response partners working together to strengthen preparedness, response, and recovery during times of crisis. Through collaboration, training, and resource-sharing, they enhance the vital role fairgrounds play in California's emergency infrastructure. To stay connected with our members and participate in emergency activities we recommend CFSA joining CERRVF as an affiliate member for an annual cost of \$5,000 per year. Membership will include the following:

- Access to CERRVF trainings and planning documents
- Participation in member briefings and coordination calls
- Connection to California's emergency response network
- Limited access to shared assets and tools
- Collaborative listing on our website

Moved by Director Floyd and seconded by Director Holloway to adopt **Resolution No. 25-24** approving CFSA to join the Cal Emergency Response Resiliency Venues and Fairgrounds (CERRVF) as an affiliate member as presented.

Ayes: Chair Giannini; Directors Floyd, Holloway, Trygg, Kielty, Flores  
Noes: None  
Abstain: None  
Absent: Director Munson

There was no public comment.

Motion passed.

**VII. INFORMATION ITEMS**

1. Special Event Program Update
2. CFSA General Liability Audit
3. CFSA Investment Report

4. Staff Reports:
  - a. Administrative Services
  - b. Risk Management
  - c. Finance
5. Executive Director's Report stood as presented.
6. Directors' Reports
7. Next Meeting: October 8, 2025

#### **VIII. PUBLIC COMMENT**

There was no public comment.

#### **IX. CLOSED SESSION**

At 11:07 a.m. the Board adjourned from regular session and went into closed session to discuss the following:

##### **Workers' Compensation Claims – Government Code Sec. 54956.95**

**Claimant: Angela Yruegas**

**Agency Claimed Against: Santa Barbara County Fair – 37<sup>th</sup> DAA**

##### **General Liability Claims – Government Code Sec. 54956.95**

**Claimant: Korah Hardcastle**

**Agency Claimed Against: Tulare County Fair – 24<sup>th</sup> DAA**

**Claimant: E.L. Long**

**Agency Claimed Against: Shasta District Fair – 27<sup>th</sup> DAA**

**Claimant: Olaunda Johnson**

**Agency Claimed Against: Cloverdale Citrus Fair**

**Claimant: Jonathan Costa**

**Agency Claimed Against: Alameda County Fair**

**Claimant: Bryan Eubanks**

**Agency Claimed Against: California Construction Authority**

**Conference with Legal Counsel – Anticipated Litigation**

Initiation of litigation pursuant to § 54956.9(d): (1 potential case)

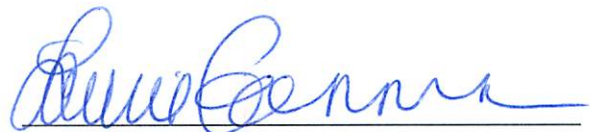
**X. RECONVENE FROM CLOSED SESSION**

The Board adjourned from closed session at 11:27 a.m. and resumed regular session.

There was no reportable action from Closed Session.

**ADJOURNMENT**

The meeting was adjourned at 11:27 a.m.



Laurie Giannini, **CHAIR**

**ATTEST:**



Angie Cha, **SECRETARY**