

MINUTES

**REGULAR TELECONFERENCE MEETING OF
CALIFORNIA FAIR SERVICES AUTHORITY
BOARD OF DIRECTORS
December 11, 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

Angie Cha, Office-Communications
Coordinator

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

Guests

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 10:02 a.m., December 11, 2025, by Board Chair Laurie Giannini and roll call was taken.

II. ADOPTION OF RESOLUTION APPROVING THE MINUTES OF THE SPECIAL TELECONFERENCE MEETING OF MARCH 20, 2025, SPECIAL TELECONFERENCE MEETING OF JUNE 24, 2025, AND REGULAR TELECONFERENCE MEETING OF OCTOBER 8, 2025

Moved by Director Floyd and seconded by Director Trygg to adopt **Resolution No. 25-28** approving the minutes of the Special Teleconference Meeting of March 20, 2025, Special Teleconference Meeting of June 24, 2025, and Regular Teleconference Meeting of October 8, 2025, as presented.

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

There was no public comment.

Motion passed.

III. ADOPTION OF RESOLUTION APPROVING THE WORKPLACE VIOLENCE PREVENTION PROGRAM

In a recent review of CFSA's policies it was determined that CFSA was not in compliance with the State's requirements for a Workplace Violence Prevention Plan.

The plan presented was draft by CFSA's legal counsel in order to fully comply with the State's requirements.

Moved by Director Flores and seconded by Director Holloway to adopt **Resolution No. 25-29** approving the Workplace Violence Prevention Program as presented.

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

Director Kielty left the meeting and Alternate Director Fleming joined the meeting after participating as a public member.

There was no public comment.

Motion passed.

IV. ADOPTION OF RESOLUTION APPROVING THE CFSA 2026 PRELIMINARY BUDGET

The Preliminary 2026 Budget presented here for consideration is structured as a deficit budget, developed using assumptions of unrealized losses and estimated excess insurance costs. It incorporates fee increases for the General Liability and Workers' Compensation Risk Pools, as well as the addition of a new Risk Control team member and salary adjustments for select positions based on the 2022 salary study. Together, these changes will increase overall employee costs.

Until CFSA receive the 2025 actuary report, final excess insurance fee estimates, and GASB 68 (pension) and GASB 75 (OPEB) figures in the spring, this preliminary budget will serve as CFSA's operating guide for the year ahead. At the April 2026 board meeting, CFSA will present the actuary report along with the final budget. At that time, if necessary, CFSA will adjust risk pool fees up or down from the increases scheduled to take effect in January.

Moved by Director Holloway and seconded by Director Floyd to adopt **Resolution No. 25-30** approving the CFSA 2026 Preliminary Budget as presented.

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

There was no public comment.

Motion passed.

V. INFORMATION ITEMS

1. CFSA Investment Report
2. Staff Reports:
 - a. Administrative Services
 - b. Risk Management
 - c. Finance
3. Executive Director's Report stood as presented.

4. Directors' Reports

- a. Director Floyd reported that the Holiday Fair was successfully completed with strong community attendance; the building reached capacity, requiring some attendees to utilize outdoor space, and favorable weather allowed the event to proceed smoothly. She noted that the Drive-Through Holiday Lights event kicked off on Friday in the parking lot and is being offered free to the community.
- b. Director Flores reported appreciation to John and CFSA staff for their assistance with last month's symposium and thanked the CEOs who attended. He noted the event was successful, with positive feedback, and expressed interest in hosting another symposium next year. Director Flores also shared that a recent collaborative event with the State Fire Marshal and their team and had a productive dialogue. He added that the State Fire Marshal's team will return in February to conduct a panel discussion and training.
- c. Director Trygg reported on the recent collaborative event, noting his appreciation and surprise at the attendance of the State Fire Marshal Chief. He thanked Director Flores and his team for securing the Chief's participation and described the event as empowering, with many eye-opening conversations.
- d. Director Holloway commented that the collaborative event was beneficial in helping the State Fire Marshal's team gain a better understanding of how fairs operate.
- e. Director Giannini reported that they have been busy with holiday events and a recent board meeting. She noted recent heavy fog conditions, with some sunshine occurring today. Director Giannini proudly shared that the local football team is advancing to the state championships for the first time since the late 1960s. She highlighted the strong community support that came together to successfully raise funds for charter buses and hotel accommodation for the football team, cheerleaders, and coaches after district funding was unavailable.

5. Next Meeting: February 5, 2026

VI. PUBLIC COMMENT

There was no public comment.

VII. CLOSED SESSION

At 11:15 a.m. the Board adjourned from regular session and went into closed session to discuss the following:

General Liability Claims – Government Code Sec. 54956.95

Claimant: E.L. Long
Agency Claimed Against: Shasta District Fair - 27th DAA

Claimant: James Cooper
Agency Claimed Against: CA Mid State Fair - 16th DAA

Claimant: CA Soul Food Cook Out
Agency Claimed Against: Alameda County Fair

Claimant: Olaunda Johnson
Agency Claimed Against: Cloverdale Citrus Fair

Claimant: Abigail Allen
Agency Claimed Against: San Diego County Fair – 22nd DAA

Workers' Compensation Claims – Government Code Sec. 54956.95

Claimant: Melinda Carmichael
Agency Claimed Against: San Diego County Fair – 22nd DAA

Claimant: Gerald Duran
Agency Claimed Against: Ventura County Fair – 31st DAA

Claimant: Lucus Wilson
Agency Claimed Against: Mariposa County Fair – 35-A DAA

Conference with Legal Counsel – Existing Litigation- Government Code Sec. 54956.9

California Fair Services Authority v. Wesco Insurance Company (Arbitration)

VIII. RECONVENE FROM CLOSED SESSION

The Board adjourned from closed session at 12:00p.m. and resumed regular session.

There was no reportable action from Closed Session.

ADJOURNMENT

The meeting was adjourned at 12:00 p.m.



Laurie Gianni, **CHAIR**

ATTEST:

Angie Cha, **SECRETARY**