

Agenda Item 3.A

MINUTES*
SAN DIEGO CONVENTION CENTER CORPORATION
THE BOARD OF DIRECTORS

BOARD MEETING OF AUGUST 24, 2021
Via Teleconference

BOARD MEMBERS PRESENT:	Chair Elvin Lai and Directors Carol Kim, Carlos Cota, Jeff Gattas and Jaymie Bradford
BOARD MEMBER(S) ABSENT:	Directors Allan Farwell and Shawn VanDiver
STAFF PRESENT:	Rip Rippetoe, Mardeen Mattix, Andy Mikschl, Corey Albright and Pat Evans (Recorder)
ALSO PRESENT:	Jennifer Lyon, General Counsel, Julie Coker, SDTA President & CEO

*Audio copies of Board of Director meetings are available upon request. Please contact Pat Evans at (619)525-5131 or pat.evans@visitsandiego.com to request a copy.

1. Call to Order

Chair Elvin Lai called the Board Meeting to order at 12:03 p.m. in the Executive Boardroom of the San Diego Convention Center Corporation, 111 West Harbor Drive, San Diego, CA 92101. Chair Lai then called roll to determine which Directors were present on the teleconference:

Director Lai – Present
Director Kim – Present
Director Farwell – Absent
Director Cota – Present
Director Gattas – Present
Director VanDiver – Absent
Director Bradford – Present

All Directors were present except Directors Farwell and VanDiver. Chair Lai noted that all votes taken during this meeting would be recorded via roll-call vote.

2. Non-Agenda Public Comment – None

3. Board Committee Reports and Board Action Items:

Consent Agenda:

A. Approval of Minutes of Board Meetings of June 22, 2021.

Directors Gattas and Kim moved and seconded, respectively, to approve the Consent Agenda set forth hereinabove.

- Director Lai – Aye**
- Director Kim – Aye**
- Director Farwell – Absent**
- Director Cota – Aye**
- Director Gattas – Aye**
- Director VanDiver – Absent**
- Director Bradford – Aye**

Vote: Unanimous

AYES: 5

NAYS: 0

ABSTENTIONS: 0

Action Item(s):

B. Executive Committee (Elvin Lai)

(1) Authorization to Approve the San Diego Convention Center Corporation Coronavirus Prevention Program

Ms. Kurtenbach noted that during the Executive Committee meeting, Directors requested that language be added to the “Authority and Responsibility” paragraph of the Program that reflects the President & CEO of the Convention Center has the authority to amend the Coronavirus Prevention Program as needed.

Directors Kim and Cota moved and seconded, respectively, to approve the San Diego Convention Center Corporation Coronavirus Prevention Program.

- Director Lai – Aye**
- Director Kim – Aye**
- Director Farwell – Absent**
- Director Cota – Aye**
- Director Gattas – Aye**
- Director VanDiver – Absent**
- Director Bradford – Aye**

Vote: Unanimous

AYES: 5

NAYS: 0

ABSTENTIONS: 0

(2) Authorization to Approve the San Diego Convention Center Corporation Injury and Illness Prevention Program

Ms. Kurtenbach noted that during the Executive Committee meeting, Directors requested that language be added to the Program that reflects the President & CEO of the Convention Center has the authority to amend the Injury and Illness Prevention Program as needed.

Directors Gattas and Cota moved and seconded, respectively, to approve the San Diego Convention Center Corporation Injury and Illness Prevention Program.

**Director Lai – Aye
Director Kim – Aye
Director Farwell – Absent
Director Cota – Aye
Director Gattas – Aye
Director VanDiver – Absent
Director Bradford – Aye**

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

C. Budget Committee (Allan Farwell)

(1) Authorization to Ratify Cleaning Services Contract

Directors Cota and Kim moved and seconded, respectively, to ratify the Cleaning Services Contract with Pegasus Cleaning Services for \$182,699. Federal Health and Human Services will reimburse \$161,156 of that sum to the Corporation related to the Emergency Intake Site contract requirements.

**Director Lai – Aye
Director Kim – Aye
Director Farwell – Absent
Director Cota – Aye
Director Gattas – Aye
Director VanDiver – Absent
Director Bradford – Aye**

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

(2) Authorization to Extend Term and Amend Telecom Services Contract

Directors Bradford and Gattas moved and seconded, respectively, to authorize the Extension Term of and Amend the Telecom Services Contract.

**Director Lai – Aye
Director Kim – Aye
Director Farwell – Absent
Director Cota – Aye
Director Gattas – Aye
Director VanDiver – Absent
Director Bradford – Aye**

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

(3) Authorization to Extend Term of Audio Visual Services Contract

Directors Cota and Gattas moved and seconded, respectively, to approve the Extension Term of the Audio Visual Services Contract.

**Director Lai – Aye
Director Kim – Aye
Director Farwell – Absent
Director Cota – Aye
Director Gattas – Aye
Director VanDiver – Absent
Director Bradford – Aye**

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

(4) Authorization to Approve Infrastructure Upgrade Wiring Project for Digital Services Project

Directors Kim and Gattas moved and seconded, respectively, to approve the Infrastructure Upgrade Wiring Project by Smart City Networks for the Digital Services Project at a cost of \$35,646.

**Director Lai – Aye
Director Kim – Aye
Director Farwell – Absent
Director Cota – Aye
Director Gattas – Aye
Director VanDiver – Absent
Director Bradford – Aye**

Vote: Unanimous

AYES: 5

NAYS: 0

ABSTENTIONS: 0

(5) Authorization to Ratify Emergency Boiler Repairs

Directors Kim and Cota moved and seconded, respectively, to ratify the award of the contract for \$122,947 to R.F. McDonald Company for Emergency Boiler Repairs.

Director Lai – Aye

Director Kim – Aye

Director Farwell – Absent

Director Cota – Aye

Director Gattas – Aye

Director VanDiver – Absent

Director Bradford – Aye

Vote: Unanimous

AYES: 5

NAYS: 0

ABSTENTIONS: 0

(6) Authorization to Approve Contract for Purchase of Copiers and Maintenance Agreement

Chair Lai requested that the record reflect that the Corporation will realize \$15,000 in savings by awarding the copier purchase and maintenance contracts to new vendors.

Directors Cota and Kim moved and seconded, respectively, to approve the award of the contract for copier purchase to Canon for \$71,382.24 and the award of the maintenance agreement to South Coast Copy Systems.

Director Lai – Aye

Director Kim – Aye

Director Farwell – Absent

Director Cota – Aye

Director Gattas – Aye

Director VanDiver – Absent

Director Bradford – Aye

Vote: Unanimous

AYES: 5

NAYS: 0

ABSTENTIONS: 0

4. Chair's Report (Chair Elvin Lai): Chair Lai reported:

- Chair Lai is appointing an Ad Hoc Compensation Committee that will be comprised of Directors Lai, Kim and Bradford.
- Chair Lai is also appointing an Ad Hoc Committee to oversee San Diego Tourism Authority contract negotiations. That Committee will consist of Directors Lai, Gattas and Cota.

- The Board Dinner is scheduled for Friday, September 10, 2021 on the Center Terrace outside of Ballroom 20.
- The next Board meeting is scheduled for September 28, 2021 at Noon. Directors have the option of attending the meeting on site or via videoconference.

5. President’s Report (Rip Rippetoe) – Mr. Rippetoe reported:

- Mr. Rippetoe provided an update regarding the discussions between Comic-Con, the Port and the Coastal Commission regarding the event permitting process. Mr. Rippetoe reported that the Coastal Commission approved the permit for the Comic-Con November event.
- The strategic planning process is ongoing. Staff is focusing on internal culture and client needs. Staff will provide a strategic planning update at the September Board meeting.
- Eighty percent of Convention Center staff have received COVID vaccinations.
- San Diego Business Journal recognized DeeAnne Snyder, Director of Event Services, as one of the “50 Women of Influence in San Diego.”
- Rita de la Fuente, Director of Government and Community Affairs, is leaving the Corporation.
- Mr. Rippetoe also discussed the timeline for potentially implementing staff vaccination mandates.

6. Board Comment [Govt. Code § 54954.2(a)(2)] – Director Bradford announced that Lead San Diego, in conjunction with the San Diego Chamber, is awarding Mr. Rippetoe and the San Diego Convention Center its Regional Collaboration Award for all of the work the staff performed related to working with the homeless (Operation Shelter-to-Home) and working with the undocumented minors (Operation Artemis).

7. Closed Session: The Board entered into closed session at 12:39 p.m. to discuss:

**A. EMPLOYEE PERFORMANCE EVALUATION
Government Code Section 54957
Title: President & CEO**

B. CONFERENCE WITH LEGAL COUNSEL --- ANTICIPATED LITIGATION Initiation of litigation pursuant to Government Code section 54956.9(d)(4) (5 cases)

The Board returned to open session at 1:12 p.m.

Reporting out of closed session, General Counsel Lyon stated that the Board discussed items “7A” and “7B” and direction was given but no reportable action was taken.

There being no further business, the meeting adjourned at 1:12 p.m.

I, Carlos Cota, Secretary of the Board of Directors of the San Diego Convention Center Corporation, Inc., do hereby certify that the foregoing is a true and correct copy of the minutes of the business transacted by the Board of Directors of the San Diego Convention Center Corporation, Inc., at a duly noticed meeting held on August 24, 2021 and that said minutes were approved by the Board of Directors on September 28, 2021.

[Approved at Board Meeting of September 28, 2021]
Carlos Cota, Secretary