

Agenda Item 3.A

MINUTES*
SAN DIEGO CONVENTION CENTER CORPORATION
THE BOARD OF DIRECTORS

BOARD MEETING OF APRIL 20, 2020
Via Teleconference

BOARD MEMBERS PRESENT:	Chair Jaymie Bradford and Directors, Elvin Lai, Carol Kim, Allan Farwell and Xema Jacobson
BOARD MEMBER(S) ABSENT:	Directors Carlos Cota and Jeff Gattas
STAFF PRESENT:	Rip Rippetoe, Mardeen Mattix, Corey Albright and Pat Evans (Recorder)
ALSO PRESENT:	Jennifer Lyon, General Counsel

*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 Jaymie Bradford called the Board Meeting to order at 12:04 p.m. in the Executive Boardroom of the San Diego Convention Center Corporation, 111 West Harbor Drive, San Diego, CA 92101. Chair Bradford then called roll to determine which Directors were present on the teleconference:

Chair Bradford – Present
Director Lai – Present
Director Kim – Present
Director Farwell – Present
Director Cota – Absent
Director Gattas – Absent
Director Jacobson - Present

All Directors were present except Directors Cota and Gattas. Chair Bradford 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 Meeting of March 26, 2020
- B. Authorization to Amend Contract for Elevator/Escalator Maintenance

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

Chair Bradford – Aye
Director Lai – Aye
Director Kim – Aye
Director Farwell – Aye
Director Cota – Absent
Director Gattas – Absent
Director Jacobson - Aye

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

Action Item(s):

- C. Budget Committee (Carol Kim)

- (1) Authorization to Approve Revised Fiscal Year 2021 Budget

Directors Kim and Jacobson moved and seconded, respectively, to approve the Revised Fiscal Year 2021 Budget which includes a strategy to utilize the proposed SBA PPP Loan

Chair Bradford – Aye
Director Lai – Aye
Director Kim – Aye
Director Farwell – Aye
Director Cota – Absent
Director Gattas – Absent
Director Jacobson - Aye

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

- (2) Authorization to Place Property, General and Umbrella Liability, Workers' Compensation and Directors & Officer Insurance Through the Brokerage Services of March & McLennan Agency

Directors Kim and Lai moved and seconded, respectively, to Place Property, General and Umbrella Liability, Workers' Compensation and Directors & Officer Insurance through the Brokerage Services of March & McLennan Agency

Chair Bradford – Aye

Director Lai – Aye
Director Kim –Aye
Director Farwell – Aye
Director Cota – Absent
Director Gattas – Absent
Director Jacobson - Aye

Vote: Unanimous

AYES: 5

NAYS: 0

ABSTENTIONS: 0

4. **Chair’s Report (Chair Jaymie Bradford):**
 - Chair Bradford noted an extension has been granted to file outstanding Form 700s. The new deadline is June 1, 2020.
 - Ethics Training is also due for those who have received notification of required on-line training. Any past-due filings are subject to fines.
 - Chair Bradford also thanked SDCCC support staff who have kept the facility operating during this challenging period.
 - The Board will resume employee-of-the-month recognitions once on-site Board meetings have resumed.

5. **President’s Report (Rip Rippetoe) – Mr. Rippetoe discussed:**
 - (1) How staff and operations are functioning, including an update of additional event cancellations,
 - (2) How staff are updating clients regarding ongoing safety and cleanliness guidelines implemented at the facility,
 - (3) An in depth overview of a proposed future project planning flow chart.

6. **Board Comment [Govt. Code § 54954.2(a)(2)] – Director Kim noted the importance of comprehensive project planning going forward. Director Kim also noted that with the new realignment of the proposed project planning process, the Procurement Department will be assuming a key role and additional responsibilities in addition to their current job duties. Director Kim requested that given the proposed changes in duties, Executive staff, in conjunction with H.R., should reevaluate the classification of duties and salaries of Procurement staff and report back to the Board.**

7. **Closed Session Cont.:** The Board entered into closed session at 12:49 p.m. to discuss:
 - A. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION Pursuant to Govt. Code Section 54956.9(d)(1) (1 case) Case No. 37-2018-00060167-CU-BC-CTL**

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

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

There being no further business, the meeting adjourned at 1:14 p.m.

CERTIFICATION

I, Allan Farwell, 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 April 20, 2020 and that said minutes were approved by the Board of Directors on, June 23, 2020.

[Minutes approved at June 23, 2020 Board Meeting]

Allan Farwell, Secretary