

**SAN DIEGO CONVENTION CENTER CORPORATION
EXECUTIVE COMMITTEE MEETING
OF THE BOARD OF DIRECTORS**

**Director Elvin Lai, Chair
Director Carol Kim, Vice-Chair
Director Allan Farwell, Treasurer
Director Carlos Cota, Secretary
Director Jaymie Bradford**

**MONDAY, MAY 17, 2021, NOON
111 W. Harbor Drive, 2nd Floor, Executive Boardroom
San Diego, California 92101**

AGENDA

**(Meeting to be held via teleconference pursuant to
State of California Executive Order N-29-20)**

**Telephone number for members of the public
to observe, listen, and address the meeting telephonically:
1(888) 251-2909 – Access code is 6724115#**

1. Call to order – Elvin Lai, Chair

2. Non-Agenda Public Comment

This portion of the agenda provides an opportunity for members of the public to address the Board on items of interest within the jurisdiction of the Board that have not previously been before the Board. Pursuant to the Brown Act, no discussion or action shall be taken by the Board on items not posted on the agenda.

3. Approval of the Minutes of the January 19, 2021 Executive Committee Meeting

4. Chair's Report

5. Discussion Item(s)

a. SDCCC Strategic Plan Update

b. Reopening Guideline Review

6. Staff Updates

a. President & CEO

b. General Counsel Update

7. **Urgent non-agenda items** (must meet the requirements of Government Code, Section 54954.2)
8. **Executive Committee Comment** [Govt. Code §54954.2(a)(2)]

Adjournment

This information is available in alternative formats upon request. To request an agenda in an alternative format, or to request a sign language or oral interpreter, or an Assistive Listening Device ("ALD") for the meeting, please call Pat Evans at (619) 525-5131 at least five working days prior to the meeting to ensure availability.

In compliance with Government Code section 54957.5, non-exempt written material that is distributed to the Board prior to the meeting will be available at the meeting or it may be viewed in advance of the meeting at the corporation's offices at 111 West Harbor Drive, San Diego, CA. Materials distributed to the board after the posting of this agenda also will be available. Please contact Pat Evans at (619)525-5131 or pat.evans @ visitsandiego.com if you would like to pick up a copy of any material related to an item on this agenda.

Action items on this agenda may be consolidated for voting purposes into a single vote of the Board, to the extent they are routine or otherwise do not require further deliberation. A Board member may comment on an action item before it is voted upon as part of the consolidated vote; however, if a Board member wishes to discuss an action item, that item will not be included in the consolidated vote. If a member of the public wishes to comment upon an action item, they should so advise the Board chair at or before the public comment portion of the meeting, in which case that item will not be included in any consolidated vote.

Agenda Item 3

MINUTES

**SAN DIEGO CONVENTION CENTER CORPORATION
EXECUTIVE COMMITTEE
OF THE BOARD OF DIRECTORS**

**TUESDAY, JANUARY 19, 2021, NOON
111 W. Harbor Drive, 2nd Floor, Executive Boardroom
San Diego, California 92101**

**Director Elvin Lai, Chair
Director Carol Kim, Vice-Chair
Director Allan Farwell, Treasurer
Director Carlos Cota, Secretary
Director Jaymie Bradford**

**BOARD MEMBERS
PRESENT:**

Chair Elvin Lai and Directors Carol Kim, Allan Farwell, Carlos Cota and Jaymie Bradford

**BOARD MEMBERS
ABSENT:**

STAFF PRESENT:

Rip Rippetoe, Mardeen Mattix and Pat Evans (Recorder)

ALSO PRESENT:

1. Call to Order:

Chair Elvin Lai called the meeting to order at 12:03 p.m. in the Executive Conference Room of the San Diego Convention Center Corporation, San Diego, California. All of the Committee members were present.

Chair Lai announced that since this meeting is being conducted via teleconference, the first action is to perform a roll-call to determine which Board members are present on this call.

Director Lai - Present
Director Kim - Present
Director Farwell - Present
Director Cota - Present
Director Bradford - Present

All votes taken at today's meeting will be recorded via roll-call vote.

2. **Non-Agenda Public Comment** – None

3. **Chair's Report:** None

4. **Discussion Item (s):**

a. **Parameters of Executive Committee:** Chair Lai reported:

- The Executive Committee's original purpose was to review the agenda for the Board meetings.
- Going forward, Chair Lai would like to create an allocated space to talk about important items relating to Board governance, answer questions the Directors of the Committee may have or to give directions to Directors and Staff.
- After discussion regarding the current schedule of meetings, the Committee agreed to leave currently scheduled Executive Committee meetings on calendar and to cancel the meetings with 48-hours' notice if they were deemed unnecessary.

b. **Request for Director Regarding Three Strategic Questions Relating to SDCCC Board Retreat**

- The Committee members discussed outcomes they desired from the upcoming retreat and what questions they would like answered.
- Director Bradford asked how the Board can best support staff moving forward. Mr. Rippetoe responded that he would like to have a priority system established so staff would understand which items the Board would like handled first and which items could be delayed if necessary. Staff will review the current CIP list to help determine priorities.
- Director Farwell requested that Staff formulate a re-staffing plan that sets forth how the Corporation will bring back staff at an appropriate level to deal with a resurgence of business without necessarily replicating past staffing practices.
- Director Kim noted that SDCCC staff should rethink how staff uses information from IAVM (and those types of entities) to set our strategies. Since SDCCC has long been considered an industry leader, SDCCC should be at the vanguard of determining new industry strategies and standards and entities such as IAVM should be confirming SDCCC's strategies. Regarding the CIP priority list, Director Kim requested that the list be reviewed to determine the outcomes we are attempting to achieve.
- Director Cota requested a review of the Center's booking strategy and formulating of a long-term strategy for funding capital improvements.

Director Cota also requested that the Center establish a “vision regarding expansion.”

- Chair Lai noted that CFO Mattix will provide a budget presentation that outlines the Corporation’s rehiring strategy.
- In summary, Chair Lai noted that Directors would like the retreat topics to include: (1) staffing and KPI’s to bring staffing back, (2) strategy to bring business back, (3) a discussion on expansion and the impact of Measure “C”, and (4) review of booking strategies.

Director Braford excused herself from the meeting at 12:26 p.m. and Director Kim excused herself from the meeting at 12:30 p.m.

5. Action Item(s):

- a. **Recommendation to Authorize Approval of Policy No. 527 re: Display of Objects/Works of Art Within the Center**

Directors Farwell and Cota moved and seconded, respectively, to Recommend Authorizing Approval of Policy No. 527 re: Display of Objects/Works of Art within the Center

**Director Lai - Aye
Director Kim - Absent
Director Farwell - Aye
Director Cota - Aye
Director Bradford - Absent**

Vote unanimous.

AYES: 3

NAYS: 0

ABSTENTIONS: 0

6. Staff Updates:

- **CEO – None**
- **President & CEO - None**

7. Urgent non-agenda items – None

8. Executive Committee Comment: None

There being no further business, the meeting adjourned at 12:42 p.m.

CERTIFICATION

I, Elvin Lai, Chair of the Executive Committee of the Board of Directors of 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 Executive Committee of the Board of Directors of the San Diego Convention Center Corporation, Inc. at a duly noticed meeting held on January 19, 2021.

Elvin Lai, Chair

DRAFT