



Board of Directors Meeting

AGENDA

February 8, 2018

3:00 PM

Conference Call Phone: (510) 338-9438

Access Code: 627 380 514

1. ***CALL TO ORDER***

2. ***ROLL CALL***

- ___ President, Ashley Garcia
- ___ Vice President, Nicholas Gonzalez
- ___ Director of Communications/Secretary, Tanya Spiegel
- ___ Director of Finance/Treasurer, Izzy Murguia
- ___ Director of Programming, Kristen Nelson
- ___ Director of Membership Services, Monica I. Martinez
- ___ Immediate Past President, Arabo Parseghian
- ___ Region One Co-Chairs, Lara Christensen & Dominique Samario
- ___ Region Two Co-Chairs, Matthew Cuevas & Ryan Kintz
- ___ Region Three Co-Chairs, Scott Trujillo & Michael Parmer
- ___ Region Four Co-Chairs, Lynn Kelly-Lehner & Lilyan Villarreal
- ___ Region Five Co-Chairs, Paolo Kespradit, Brittany Mello, Tamar Sadd, Laena Shakarian & Jackie Wong
- ___ Region Six Co-Chairs, Joey Garcia, Michael Johnston, Ani Keshishian, & Dia Turner
- ___ Region Seven Co-Chairs, Hayley Gilbert, Ryan Hallett, Lori Karaguezian & Robert Sedita
- ___ Region Eight Co-Chairs, Dominique Albrecht, Stephanie Boyce, Sylvia Solis Daniels, Imelda Huerta, Mayela Manasjan, Samuel Merrill, Ashlee Stratakis, & Bryce Wilson
- ___ League of California Cities Representative, Meghan McKelvey
- ___ ICMA Representatives, Dave Mora & Tony Winney
- ___ Institute for Local Government Representative, Melissa Kuehne
- ___ MMANC Representative, Erin Steffen
- ___ Executive Director, Kevin Kilkenny

3. ***PRESIDENT'S REPORT***

4. ***VICE PRESIDENT'S REPORT***

5. ***DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT***

6. ***DIRECTOR OF FINANCE/TREASURER'S REPORT***

7. ***DIRECTOR OF PROGRAMMING'S REPORT***

8. ***DIRECTOR OF MEMBERSHIP SERVICES' REPORT***

9. IMMEDIATE PAST PRESIDENT'S REPORT

10. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

B. CHANNEL ISLANDS (REGION 2)

C. DESERT (REGION 3)

D. INLAND EMPIRE (REGION 4)

E. NORTH LOS ANGELES COUNTY (REGION 5)

F. SOUTH LOS ANGELES COUNTY (REGION 6)

G. ORANGE COUNTY (REGION 7)

H. SAN DIEGO COUNTY (REGION 8)

11. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT

12. EXECUTIVE DIRECTOR'S REPORT

13. UNFINISHED BUSINESS

14. NEW BUSINESS

15. ANNOUNCEMENTS / GOOD OF THE ORDER

16. ADJOURNMENT



Board of Directors Meeting
MINUTES
December 14, 2017
3:00 PM

1. CALL TO ORDER

- ❖ Vice President Garcia called the Board of Directors Meeting to order at 3:04 PM.

2. ROLL CALL

- ✓ President, Ashley Garcia
- ✓ Vice President, Nicholas Gonzalez
- ✓ Director of Communications/Secretary, Tanya Spiegel
- ✓ Director of Finance/Treasurer, Izzy Murguia
- ✓ Director of Programming, Kristen Nelson
- ✓ Region One Co-Chairs, Jill McMahon & Dominique Samario
- ✓ Region Three Co-Chairs, Michael Parmer
- ✓ Region Four Co-Chairs, Lynn Kelly-Lehner & Lilyan Villarreal
- ✓ Region Five Co-Chairs, Paolo Kespradit
- ✓ Region Six Co-Chairs, Michael Johnston & Dia Turner
- ✓ Region Eight Co-Chairs, Ashlee Stratakis
- ✓ ICMA Representatives, Dave Mora
- ✓ Executive Director, Kevin Kilkenny

3. PRESIDENT'S REPORT

- ❖ President Garcia welcomed everyone to the first Board of Directors call of the year.
- ❖ President Garcia reminded everyone of the Region Board Orientation scheduled for Saturday, January 27. Director of Programming, Kristen Nelson will provide more information.
- ❖ President Garcia reported that the Executive Board is currently in discussions with ICMA to amend the current Affiliate Agreement. She also reported that MMASC is in discussions with Engaging Local Government Leaders (ELGL) to establish an Affiliate Agreement for 2018.
- ❖ President Garcia gave an update of the 2018 Partnership Brochure. She mentioned that MMASC is seeking Partnership renewals and new Partners.

4. VICE PRESIDENT'S REPORT

- ❖ Vice President Gonzalez is the new MMASC liaison to Institute for Local Government (ILG) on the ILG Board of Directors. Information and resources will be shared with the Board of Directors and MMASC members.
- ❖ Vice President Gonzalez will be chairing the 2018 Annual Conference. If anyone is interested in joining on the Planning Committee, please contact Vice President Gonzalez.

5. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT

- ❖ Director of Communications / Secretary Spiegel gave an update on the 2018 Winter Forum. She is chairing the Winter Forum. It is scheduled to be held on Wednesday, February 28 at the Long Beach

Convention Center. Programming details are currently being finalized. Please contact me if you are interested in participating on the Winter Forum Committee.

- ❖ Director of Communications / Secretary Spiegel attended the 2018 ICMA Annual Conference Planning Committee Meeting in Baltimore, MD November 17–19 on behalf of MMASC. A “Call for Speakers” will be released in the coming months.

6. DIRECTOR OF FINANCE/TREASURER’S REPORT

- ❖ Director of Finance/Treasurer Murguia gave an update of activity for January through November 2017. As of December 12, 2017, the balance in the checking account is \$29,960.55; the savings account balance is \$65,237.06.
- ❖ Director of Finance/Treasurer Murguia will be preparing a draft budget for the Executive Board’s review and will be bringing forth for consideration and adoption by the Full Board in January 2018.

7. DIRECTOR OF PROGRAMMING’S REPORT

- ❖ Director of Programming Nelson gave an update that the 2018 Regional Board Orientation has been scheduled for Saturday, January 27. It is recommended that at least one representative from each Region be in attendance.
- ❖ Director of Programming Nelson would like the Regions to start planning their year so that events can be posted on the calendar.
- ❖ Director of Programming Nelson gave an update on the 2018 Signature Events. Winter Forum will be on Wednesday, February 28 in Long Beach and the Annual Conference will be October 17-19, 2018 at the Renaissance Indian Wells Resort & Spa. If anyone is interested in volunteering for event committees, please let Director of Programming Nelson know.

8. DIRECTOR OF MEMBERSHIP SERVICES’ REPORT

- ❖ Vice President Gonzalez gave Director of Membership Services Martinez’s report on her behalf. She noted that the MMASC Membership stands at 772.

9. IMMEDIATE PAST PRESIDENT’S REPORT

- ❖ No report.

10. REGION CHAIR REPORTS

❖ CENTRAL COAST (REGION 1)

- ❖ Region Co-Chair Samario gave an update that they will be planning their 2018 calendar of events.
- ❖ Region Co-Chair McMahon informed everyone that she will be moving to Florida at the end of the month and will be stepping down from the Board.

❖ CHANNEL ISLANDS (REGION 2)

- ❖ No report.

❖ DESERT (REGION 3)

- ❖ Region Co-Chair Parmer gave an update on the Region’s upcoming event on Saturday, January 28 at the Empire Polo Club.



Regional Board Orientation
Minutes
January 27, 2018

1. CALL TO ORDER

- ❖ President Garcia called the Board of Directors Meeting to order at 10:12 AM.

2. ROLL CALL

- ✓ President, Ashley Garcia
- ✓ Vice President, Nicholas Gonzalez
- ✓ Director of Communications/Secretary, Tanya Spiegel
- ✓ Director of Finance/Treasurer, Izzy Murguia
- ✓ Director of Programming, Kristen Nelson
- ✓ Director of Membership, Monica I. Martinez
- ✓ Immediate Past President, Arabo Parseghian
- ✓ Region One Co-Chairs, Lara Christensen, Dominique Samario
- ✓ Region Two Co-Chairs, Matthew Cuevas
- ✓ Region Three Co-Chairs, Michael Parmer
- ✓ Region Four Co-Chairs, Lynn Kelly-Lehner, Lilyan Villarreal
- ✓ Region Five Co-Chairs, Paolo Kespradit, Brittany Mello, Jackie Wong
- ✓ Region Six Co-Chairs, Joey Garcia, Dia Turner
- ✓ Region Seven Co-Chairs, Ryan Hallett, Hayley Gilbert, Robert Sedita
- ✓ Region Eight Co-Chairs, Ashlee Stratakis, Dominique Albrecht, Stephanie Boyce

3. MMASC OVERVIEW

- ❖ President Garcia updated the Board of Directors on the draft Strategic Plan. The Strategic Plan is based off of comments and feedback from the Strategic Plan workshop that was held at the 2018 Annual Conference.
- ❖ President Garcia gave an update on the Vision Statement, Mission Statement and presented the 2018 Executive Board Goals for 2018.
 - VISION STATEMENT: “Developing People. Developing Communities.”
 - MISSION STATEMENT: To serve as a catalyst for public service excellence through the professional development of the leaders who serve our Southern California communities. We provide a forum for local government professionals to establish meaningful connections, exchange resources and stimulate innovation.
 - GOALS:
 - Build relationships with Universities / Colleges
 - Cultivate strong relationships with Executives
 - Expand the MMASC brand and communications plan
 - Diversity & Inclusion
- ❖ President Garcia gave an update on the 2018 Corporate Partners and our Affiliates.

4. **BOARD RESPONSIBILITIES**

- ❖ Director of Programming Nelson reviewed the Board Responsibilities that include Regional Events (Collaboration with outside Associations/Agencies; City Manager's Associations; After Event Reports; Calendaring; and Taking/Posting Photos); Participating in Monthly Board Calls; providing monthly updates and articles for *What's Happening Wednesday*; and Serving on Signature MMASC Event Committees.

5. **COMMUNICATIONS**

- ❖ Director of Communications/Secretary Spiegel gave an overview of the MMASC website, Basecamp and What's Happening Wednesday.
- ❖ Director of Communications/Secretary Spiegel reminded everyone that board reports are due no later than 5 PM on the Monday of the week of the Monthly Board Call.

6. **EVENT BUDGETS, FINANCE POLICIES & PROCEDURES**

- ❖ Director of Finance/Treasurer Murguia presented the proposed budget for 2018.
- ❖ Motioned by Vice President Gonzalez. Seconded by Immediate Past President Parseghian. A unanimous pass by the Board of Directors.
 - President, Ashley Garcia
 - Vice President, Nicholas Gonzalez
 - Director of Communications/Secretary, Tanya Spiegel
 - Director of Finance/Treasurer, Izzy Murguia
 - Director of Programming, Kristen Nelson
 - Director of Membership, Monica I. Martinez
 - Immediate Past President, Arabo Parseghian
 - Region One Co-Chair, Dominique Samario
 - Region Two Co-Chair, Matthew Cuevas
 - Region Three Co-Chair, Michael Parmer
 - Region Four Co-Chair, Lilyan Villarreal
 - Region Five Co-Chair, Brittany Mello
 - Region Six Co-Chair, Joey Garcia, Dia Turner
 - Region Seven Co-Chair, Ryan Hallett
 - Region Eight Co-Chair, Stephanie Boyce

7. **MMASC PROGRAMS**

- ❖ MMASC holds four Signature Events throughout the year.
 - Winter Forum will be held on Wednesday, February, 28 at the Long Beach Convention Center (Long Beach); Chair: Tanya Spiegel
 - Women's Leadership Summit will be held on Wednesday, April 25 at Black Gold Golf Club (Yorba Linda); Chair: Kristen Nelson, Co-Chair: Monica Martinez
 - Summer Session will be held on either Thursday, July 19 or Thursday, July 26; location is TBD; Chair: Arabo Parseghian
 - Annual Conference will be held on Wednesday, October 17 – Friday, October 19 at the Renaissance Indian Wells; Chair: Nick Gonzalez, Co-Chair: Tanya Spiegel

8. MMASC MEMBER SERVICES

- ❖ Director of Membership Martinez gave a membership update. MMASC currently stands at 774 members as of January 27, 2018. Director of Membership Martinez is working on increasing the Student memberships and updating the Honorary Members.
- ❖ Mentorship Program Chair Joey Garcia gave an update on the 2018 Membership Program. The Mentorship Program is designed to match Mentees (an individual that has been in the field and has less than three years of experience) up with Mentors (a coach who will provide information, guidance, advice, feedback and support). Applications for both mentors and mentees are due February 5, 2018.
- ❖ Director of Finance/Treasurer Murguia presented information on the Credentialed Government Leader (CGL) Program. CGL courses are offered through MMASC, MMANC and Cal-ICMA and help emerging government leaders position themselves for career growth in local government.
- ❖ Vice President Gonzalez presented information on the Municipal Financial Management Program (MFMP). MFMP is a program that is Co-Sponsored by the California City Management Foundation (CCMF) and MuniServices. It is designed to provide students with a blend of strategy, leadership and financial tools. The program will be offered in Northern California for 2018 and will return to Southern California for 2019.

9. ANNOUNCEMENTS / GOOD OF THE ORDER

- ❖ The 2018 Signature Events are being planned and finalized. Those interested in serving on one of the committees, please contact the Chair.
 - Winter Forum: Wednesday, February, 28 at the Long Beach Convention Center (Long Beach); Chair: Tanya Spiegel
 - Women's Leadership Summit: Wednesday, April 25 at Black Gold Golf Club (Yorba Linda); Chair: Kristen Nelson, Co-Chair: Monica Martinez
 - Summer Session: Thursday, July 19 or Thursday, July 26; location TBD; Chair: Arabo Parseghian
 - Annual Conference: Wednesday, October 17 – Friday, October 19 at the Renaissance Indian Wells; Chair: Nick Gonzalez, Co-Chair: Tanya Spiegel

10. ADJOURNMENT

- ❖ President Garcia adjourned the meeting at 1:56 PM.

❖ **INLAND EMPIRE (REGION 4)**

- ❖ Region Co-Chair Kelly-Lehner gave an update on the Region's next event on Thursday, January 18, a workshop with the Alliance of Innovation.
- ❖ Region Co-Chair Kell-Lehner also gave an update that they are planning their Annual Regional Event, Temecula Valley Wine Mixer.

❖ **NORTH LOS ANGELES COUNTY (REGION 5)**

- ❖ Region Co-Chair Kespradit gave an update on their next Region event, scheduled for Wednesday, January 31.
- ❖ Region Co-Chair Kespradit also gave an update that they are starting to plan their Regional Annual Event, Trackside Luncheon.

❖ **SOUTH LOS ANGELES COUNTY (REGION 6)**

- ❖ Region Co-Chair Johnston gave a recap of the Joint Region 5 & 6 event that was held on Thursday, November 30.
- ❖ Region Co-Chair Johnston gave an update that they are starting to plan events for 2018, including Dress for Success and their annual Breakfast with a City Manager (a partnership with Gateway Cities Council of Government).

❖ **ORANGE COUNTY (REGION 7)**

- ❖ No report.

❖ **SAN DIEGO COUNTY (REGION 8)**

- ❖ Region Co-Chair Stratakis gave an update on their upcoming Region events.
- ❖ Region Co-Chair Stratakis also gave an update that Region 8 has three new Region Board Members.

11. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT

- ❖ ICMA Representative Dave Mora mentioned that he is working on Affiliation Agreements with MMASC and MMANC.
- ❖ ICMA Representative Mora also mentioned the Cal-ICMA Board Meeting on Wednesday, January 31 and the Cal-ICMA Networking Dinner on Wednesday, January 31; both will be held at the 2018 City Managers' Department Meeting.

12. EXECUTIVE DIRECTOR'S REPORT

- ❖ Executive Director Kilkeny reminded that the MMASC office (ARC offices) will be closed from Monday, December 25 through Monday, January 1, 2018. Offices will reopen on Tuesday, January 2, 2018. He also mentioned that he will be in the office on Wednesday, December 27 and Thursday, December 28 if anyone needs anything during that time.

13. UNFINISHED BUSINESS

- ❖ None.

14. NEW BUSINESS

- ❖ None.

15. ANNOUNCEMENTS / GOOD OF THE ORDER

- ❖ None.

16. ADJOURNMENT

- ❖ Vice President Gonzalez adjourned the meeting at 3:33 PM.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: 2/8/18

To: Board of Directors
From: Ashley Garcia, President
Subject: **PRESIDENT'S UPDATE**

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Thank you for attending our Regional Board Orientation on January 27th. I feel that it was a productive meeting.

Strategic Plan Implementation

As a reminder, here is our final adopted vision, mission and goals for 2018:

Vision:

Developing People. Developing Communities.

Mission:

To serve as a catalyst for public service excellence through the professional development of the leaders who serve our Southern California communities. We provide a forum for local government professionals to establish meaningful connections, exchange resources and stimulate innovation.

2018 Goals:

- 1. Cultivate stronger relationships with local government executives.**
- 2. Expand the MMASC brand and communications plan.**
- 3. Build relationships with Universities/Colleges in Southern California.**
- 4. Promote diversity & inclusion in the local government profession.**

On my to-do list is to create an implementation action plan document in Basecamp as an accountability tool to track specific strategies, responsible party and timeline for each

of our four goals for the organization. At the end of the year, this document will hopefully serve as a log of accomplishments. Please let me know if you would like to assist in the implementation process. I will be happy to give assign you a task to complete.

2019 Annual Conference Site Selection

The 2019 Annual Conference will be held in the Central Coast or Channel Islands Region. Our Site Selection Committee is in process of evaluating proposals from the Embassy Suites Mandalay Bay, Crowne Plaza Ventura Beach and Fess Parker in Santa Barbara. We will bring our recommendation for board approval in April before we sign an agreement.

Women's Leadership Summit

Please save the date for the Women's Leadership Summit: Wednesday, April 25th. WLG is on board to assist us with programming and securing executives for our networking portion of the day. More info to come.

Letters to Honorary Members

I am working with Monica to send out letters to all CM's/County Executives in MMASC's area as a drive for new Honorary Members. Also helps toward our goal of building relationships with local government executives (**goal 1*).

League CMD Conference

I attended the League CMD Conference January 31-February 2nd in Newport Beach. I provided an MMASC update at both League Executive Committee and Cal-ICMA meetings. I also met with the League of CA Cities CMD Diversity Initiatives Committee to explore how MMASC can get involved with the committee to further our goal of promoting diversity and inclusion in the profession.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors
From: Nicholas Gonzalez, Vice President
Subject: VICE PRESIDENT REPORT

RECOMMENDATION

Receive and file

BACKGROUND AND DISCUSSION

2018 Annual Conference Planning Committee: I am working on finalizing the Annual Conference Planning Committee. Thank you to Tanya Spiegel, as she will be my co-chair for the Annual Conference. As a reminder, the Annual Conference will be held on October 17-19, 2018 at the beautiful Renaissance Indian Wells Resort & Spa. More information and details to come soon!

Institute for Local Government: As MMASC's liaison for the Institute for Local Government, my main goal is to increase more communication between the Institute and MMASC. The Institute provides many free services for local government agencies and I feel that it is important that our membership is aware of all the resources and tools that are available to them. Stay tuned for more information about ILG and all the valuable services they provide.

In addition, we have sent in our annual sponsorship of \$500 to ILG to support their programmatic efforts.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors

From: Tanya Spiegel, Director of Communications/Secretary

Subject: DIRECTOR OF COMMUNICATIONS/SECRETARY UPDATES

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

2018 Winter Forum: Winter Forum will be held on Wednesday, February 28 at the Long Beach Convention Center. The theme is 'SPARK!'. Programming and Speakers have been confirmed: Alma Janabajab (County of Santa Barbara) and Mark Brower (City of Beverly Hills) will be presenting Mindfulness In Action; John Keisler (Economic Development Director, City of Long Beach) will be presenting City of the Future; Rick Haydon (Retired City Manager, City of Santa Maria) will be presenting How You Can Optimize Your Applicant Pool for Job Openings with Qualified Internal Candidates; Joslyn Treece (Community Manager, Los Angeles 2028) will be presenting LA 2028: Bringing Back the Games; and Kristine Guerrero (Public Affairs Regional Manager, League of California Cities) will be providing a Legislative Update.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors

From: Izzy Murguia, MMASC Director of Finance/Treasurer

Subject: TREASURER UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Enclosed herein are the 2017 Year End Statement of Activity and the Statement of Activity for January 2018. MMASC concluded 2017 with a balance of \$43,428.86 in its checking account (QuickBooks Statement of Activity). This ending balance is slightly more (\$191.21) than the ending balance as provided by Wells Fargo's account statement for December 2017 of \$43,237.65. The difference is best represented by outstanding debits/credits that cleared the Wells Fargo account, but not QuickBooks, causing the balance to be different than the Wells Fargo account balance.

As of February 5, 2018, the balance in our checking account is \$58,965.11 and the savings account balance is \$65,240.39. Below highlights a 3 revenue categories and revenues received to date:

Membership Dues: \$3,956.94

Sponsorship: \$14,458.98

Winter Forum: \$4,589.45

Municipal Management Association of Southern California
Statement of Activity
January - December 2017

End of Year 2016	\$	92,894.00
Revenue		
Annual Conference Revenue		90,874.96
CGL Program Application		150.00
Membership Due		53,266.50
Regional Events Revenue		12,051.17
Sponsorship		39,050.00
Summer Session Revenue		12,976.77
Winter Forum Revenue		8,780.51
Women's Leadership Summit Revenue		19,181.41
Total Revenue	\$	236,331.32
Expenditures		
Annual Conference		187,934.36
Copies & Postage		543.76
Dues & Subscriptions		5,381.53
Executive Board Retreat		66.92
Mid-Year Meeting		140.93
Other General and Admin Expenses		30,009.72
Promotional		2,003.35
Regional Event		11,852.49
Summer Session		11,590.09
Taxes & Licenses		720.00
Travel		4,818.87
Website		13,458.87
Winter Forum		4,899.27
Women's Leadership Summit		7,376.30
Total Expenditures	\$	280,796.46
Available Revenue	\$	329,225.32
Total Expenditures	\$	(280,796.46)
Total Transfers	\$	(5,000.00)
Balance	\$	43,428.86

Municipal Management Association of Southern California
Statement of Activity
 January 2018

End of Year 2017	\$	43,428.86
Revenue		
Membership Due		3,359.14
Regional Events Revenue		675.25
Sponsorship		14,458.98
Winter Forum Revenue		3,732.95
Total Revenue	\$	22,226.32
Expenditures		
Dues & Subscriptions		804.00
Meetings		620.89
Other General and Admin Expenses		4,481.53
Regional Event		774.00
Travel		352.61
Website		1,382.97
Total Expenditures	\$	8,416.00
Available Revenue	\$	65,655.18
Total Expenditures	\$	(8,416.00)
Balance	\$	57,239.18

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors
From: Kristen Nelson, Director of Programming
Subject: PROGRAMMING REPORT

RECOMMENDATION

Board **RECEIVES** and **FILES** the Programming Report

BACKGROUND AND DISCUSSION

Orientation:

Regional Board Orientation was held on Saturday, January 27th at Ontario City Hall. We had representation from each Region and were able to run through the material in a timely fashion. Thank you to everyone for participating on your day off – we had a lot of fun and accomplished a lot!

Regional Events:

I emailed each region requesting a conference call to discuss their Programming, team dynamics, and any questions or assistance they may need. If you have not scheduled a call with me yet, please reach out to do so.

We have certainly hit the ground running! Already this year, we have had 4 regional events: Region 4's Workforce of the Future Workshop in collaboration with the Alliance for Innovation, Region 5's Conversation with Former LA County CEO Bill Fujioka, Region 3's Networking Social at the Empire Polo Club, and Region 8's Gull's hockey game this last Saturday. Turnout has been great at all from the photos I've seen which is encouraging and a testament to the hard work you all do!

I appreciate all the advance planning the Regions have done - it is now just a matter of execution. Please reach out to me with any questions or concerns so we can help you have a fun, successful year. Also: don't forget to add things to the calendar! Even if it's just a save the date or a placeholder, having it there helps everyone make informed decisions about planning their year!

Great job everyone on getting the After Event Reports and photos in to us! I'm excited that our record keeping will be on par and that we will hopefully have a wonderful album of event photos by the end of the year as well! I will be working with Nick and Tanya to get them posted to the website and linked in the WHW.

Signature Events:

Winter Forum: The theme is SPARK! The event, chaired by Tanya Spiegel, is scheduled for February 28th at the Long Beach Convention Center. Early Bird Registration closes this Friday, February 9th. Regular Registration runs until February 26th.

Women's Leadership Summit: A theme has not yet been determined. The date of April 25th was selected based on venue availability. WLG has agreed to come on again to partner with us and is taking responsibility for bringing on 20 executives for our Coffee with an Executive session.

Summer Session: The theme is Plan, or be Left Behind. The event, chaired by Arabo Parseghian, will be scheduled for either July 19 or July 26 and will cover emergency management, budget forecasting, and housing.

Annual Conference: The theme is Exceeding Expectations! Preparing Local Government Leaders for 65 Years. The event, chaired by Nick Gonzalez and Tanya Spiegel, will be hosted October 17-19, 2018 at the Renaissance Indian Wells Resort & Spa.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors
From: Monica Martinez, Director of Membership
Subject: MEMBERSHIP REPORT

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

This report reflects current membership numbers as well as the status of membership that occurred during the month of January 2018. At the time this report was submitted, MMASC Membership stands at 772. For the month of January, there were 16 new members and 18 non-renewing members. The following are the membership numbers for each region: Central Coast (61), Channel Islands (39), Desert (30), Inland Empire (121), North Los Angeles County (142), South Los Angeles County (129), Orange County (147), San Diego County (85), and Other (18).

The breakdown of the different types are as follows:

<u>Member Groups</u>	<u>Members</u>
Full Members	599
Honorary Members	99
Student Members	40
Business Members	34
Total Members	772

- 16 new members but 18 non-renewing.
- Sent out welcome email template to board members to reach out to new

members.

- Working with Ashley on honorary letters.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors

From: Lara Christensen & Dominique Samario, Region 1 Co-Chairs

Subject: REGION 1 MONTHLY UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Region 1 is actively planning our 2018 event calendar and region priorities. Our January meeting centered on setting our tentative 2018 event calendar, which is as follows:

1. April 3rd – Presentation/networking mixer with Melissa Kuehne from the Institute for Local Government. Subcommittee has been formed for this event.
2. June 7th or 14th – Regional Women’s Leadership Event – Subcommittee led by Michelle Ladue, City of Santa Maria
3. August 23rd – Professional Development Panel in South County
4. October 3rd – Pismo Beach – City Manager’s Meeting & MMASC combined signature event
5. November 3rd (Saturday) – Dress for Success – Nordstrom Santa Barbara

We will work on entering all dates into the online MMASC calendar and update as needed.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors
From: Dia Turner, Region 6
Subject: **REGION 6 MONTHLY UPDATE**

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

1. Region 6 has confirmed Collaboration with Gateway City Manager's Breakfast

The meeting will take place on Thursday, June 14, 2018 at Lakewood City Hall. The room can accommodate up to 100 people. Based on initial estimates from the venue, the cost to cover the facility and food will be \$20 per person. I asked for a firm price and will share that as soon as I get it.

The Lakewood City Manager (Thaddeus McCormack) will be responsible for covering the cost of the City Managers and invited guests. MMASC will be responsible for its members in attendance.

Region 6 will work with Gateway City Managers Group regarding contacting the City Managers in the area to get confirmations on the invited guests so we can set a cap for the MMASC members. Based on the numbers of the past few meetings, we expect to have 50 invited guests, which will include the CMs, a few ACMs, a staff member from each City, and representatives from partner agencies that attend these same meetings.

The anticipated meeting agenda is:

- 8:00 am Registration and check in
- 8:30 am Breakfast served
- 8:45 am Gateway City presentation
- 8:55 am Consultant presentation
- 9:00 am Roundtables with City Managers
- 9:45 am Regular business, closing
- 10:00 am End of event

Lakewood will be responsible for the consultant presentation. This will be a short presentation regarding TBD, possibly on government policy or on advancing to a management position in an organization. The firm will be available after the meeting for individual questions by attendees.

Each table will have assigned a City Manager for each table and have the staff members and MMASC members fill in the empty chairs. We will then rotate. Each CM will be assigned a topic so there is some structure to the roundtable discussions.

5050 Clark Avenue Lakewood, CA 90712

2. **Planning for Dress for Success event** at the new and expanded Century City Nordstrom is underway. We are waiting for new dates.

3. **Investigating an Emergency Preparedness event** to be held in August or September, in advance of National Preparedness month in September.

- a. Location will be LB ECOC.
- b. Lunch will be provided.
- c. Tour of LB ECOC.
- d. Event will discuss
 - i. preparedness issues
 - ii. Lessons learned during the extended black out LB experienced summer

2015

iii. Details, challenges, etc. experienced when ECOC became it's own department

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: February 8, 2018

To: Board of Directors
From: Region 7 Co-Chairs
Subject: **REGION 7 MONTHLY UPDATE**

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Members from Region 7 attended the Regional Board Orientation in Ontario last month, which was quite informative and provided great tools, ideas, and resources.

At the beginning of this year, Region 7 lost both Amber Haston and Maggie Le who both stepped down due to work commitments. However, Region 7 is excited for its two new Board members and would like to welcome them:

1. Hayley Gilbert, City of Santa Ana
2. Robert Sedita, City of Laguna Beach

Region 7 Board is excited for 2018 and below is a snapshot of the region's programming goals:

1. Community Service Event: Beach Cleanup – Date TBD (March/April timeframe)
2. Educational/Professional Development Event: Joint event with Region 8 – Date TBD
3. Networking Mixer: Sawdust Art Festival – Date TBD (Summer)
4. Signature Event: Orange County City Manager Association Speed Networking Event – October 3 (date to be confirmed)

Region 7 will have their next Board call in the next couple of weeks to finalize event dates.