



Board of Directors Meeting

AGENDA

April 17, 2019

9:00 AM

Conference Call Phone: (510) 338-9438

Access Code: 627 092 189

MISSION STATEMENT

MMASC's mission is 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.

1. *CALL TO ORDER*

2. *ROLL CALL*

- ___ President, Nicholas Gonzalez
- ___ Vice President, Izzy Murguia
- ___ Director of Communications/Secretary, Kristen Nelson
- ___ Director of Finance/Treasurer, Ryan Hallett Hinton
- ___ Director of Programming, Monica I. Martinez
- ___ Director of Membership Services, Dominique Samario
- ___ Immediate Past President, Ashley Garcia
- ___ Region One Representatives: Norma Cervantes, Lara Christensen & Nicole Grisanti
- ___ Region Two Representative: Ryan Kintz
- ___ Region Three Representative: Adam McWey
- ___ Region Four Representatives: Charles Berglund, Nicole Cuadras, Justine Garcia, Matt Hickey, Imelda Huerta & Lilyan Villarreal
- ___ Region Five Representatives: Alfa Lopez, Scarlett Santos Leon, Laena Shakarian & Jackie Wong
- ___ Region Six Representatives: Joey Garcia, Arcia Hester, Ani Keshishian, Paolo Kespradit & Dia Turner
- ___ Region Seven Representatives: Hayley Gilbert, Kirsten Graham, Michael Johnston, Lori Karaguezian & Robert Sedita
- ___ Region Eight Representatives: Stephanie Boyce, Sylvia Solis Daniels, Ashlee Stratakis & Lois Yum
- ___ League of California Cities Representative, Meghan McKelvey
- ___ ICMA Representatives, Dave Mora & Tony Winney
- ___ Institute for Local Government Representative, Melissa Kuehne
- ___ MMANC Representative, Carla Hansen
- ___ Executive Director, Kevin Kilkenny

3. *APPROVAL OF MINUTES*

4. *PRESIDENT'S REPORT*

5. *VICE PRESIDENT'S REPORT*

- 6. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT**
- 7. DIRECTOR OF FINANCE/TREASURER'S REPORT**
- 8. DIRECTOR OF PROGRAMMING'S REPORT**
- 9. DIRECTOR OF MEMBERSHIP SERVICES' REPORT**
- 10. IMMEDIATE PAST PRESIDENT'S REPORT**
- 11. 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)**
- 12. LEAGUE OF CALIFORNIA CITIES / ICMA / ILG / MMANC REPRESENTATIVE REPORT**
- 13. EXECUTIVE DIRECTOR'S REPORT**
- 14. UNFINISHED BUSINESS**
- 15. NEW BUSINESS**
- 16. ANNOUNCEMENTS / GOOD OF THE ORDER**
- 17. ADJOURNMENT**



Board of Directors Meeting
MINUTES
March 20, 2019

1. CALL TO ORDER

- ❖ President Gonzalez called the Board of Directors Meeting to order at 9:03 AM.

2. ROLL CALL

- ✓ President, Nicholas Gonzalez
- ✓ Vice President, Izzy Murguia
- ✓ Director of Communications/Secretary, Kristen Nelson
- ✓ Director of Finance/Treasurer, Ryan Hallett Hinton
- ✓ Director of Programming, Monica I. Martinez
- ✓ Immediate Past President, Ashley Garcia
- ✓ Region One Representative, Lara Christensen
- ✓ Region Three Representative, Adam McWey
- ✓ Region Four Representative, Nicole Cuadras
- ✓ Region Five Representative, Laena Shakarian
- ✓ Region Six Representative, Dia Turner
- ✓ Region Seven Representatives, Kirsten Graham, Michael Johnston & Lori Karaguezian
- ✓ Region Eight Representative, Stephanie Boyce
- ✓ ICMA Representative, Dave Mora
- ✓ Executive Director, Kevin Kilkenny

Absent:

Director of Membership Services, Dominique Samario
Region Two Representative
Institute for Local Government Representative, Melissa Kuehne
League of California Cities Representative, Meghan McKelvey
MMANC Representative, Carla Hansen

3. APPROVAL OF MINUTES

- ❖ President Gonzalez presented the minutes from the Board of Directors Meeting on Wednesday, January 16. Motioned by Region 6 Representative Turner, Seconded by Region 7 Representative Karaguezian. The Board of Directors unanimously approved the minutes as amended.

4. PRESIDENT'S REPORT

- ❖ President Gonzalez informed the Board that he was reviewing Affiliate Agreements and asked the Board to let him know if there were any agencies not on his list that we would like him to contact.

- ❖ President Gonzalez advised the Board of his upcoming meeting with the California Association of County Executives with MMANC President Carla Hansen.
- ❖ President Gonzalez informed the Board that he was working with Vice President Murguia and Director of Communications Nelson on the selection of the 2020 Annual Conference venue.
- ❖ President Gonzalez provided an updated list of current Corporate Partners in his report.

5. VICE PRESIDENT'S REPORT

- ❖ Vice President Murguia informed the Board that early bird registration for Annual Conference would open on June 1, 2019.
- ❖ Vice President Murguia advised the Board of his upcoming representation at the ICMA West Coast Regional Conference in Reno, NV.
- ❖ Vice President Murguia provided an update on recent CGL proposal approvals.
- ❖ Vice President Murguia informed the Board that the Annual Conference Call for Speakers was open. President Gonzalez encouraged the Board to invite their network to submit proposals.

6. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT

- ❖ Director of Communications/Secretary Nelson provided brief updates on social media and website update efforts.
- ❖ Director of Communications/Secretary Nelson reminded the Board that Winter Forum is tomorrow and that registration stood at 112 attendees.
- ❖ Director of Communications/Secretary Nelson reminded the Board that Corporate Partner Tripepi Smith offered a three-hour communications workshop that could potentially be used as a CGL session.
- ❖ Director of Communications/Secretary Nelson asked for volunteers from the Board to attend the upcoming UCLA Luskin conference as representatives of MMASC.

7. DIRECTOR OF FINANCE/TREASURER'S REPORT

- ❖ Director of Finance/Treasurer Hallet Hinton stated that the checking account balance is at \$84,980.30 and that the savings account balance stood at \$70,261.64.
- ❖ Director of Finance/Treasurer Hallet Hinton gave a brief update on the status of the collaboration with WLG for Women's Leadership Summit.
- ❖ Director of Finance/Treasurer Hallet Hinton called for a vote by the Board to amend the existing ARC Contract for Kevin Kilkenny's Executive Director Services. The Board approved a three-year Agreement at \$29,500 per year. The motion carried. Director of Finance/Treasurer Hallet Hinton will amend the 2019 budget accordingly.

8. DIRECTOR OF PROGRAMMING'S REPORT

- ❖ Director of Programming Martinez advised the Board of the upcoming Mid-Year meeting to be held Saturday, July 20, 2019. The location is still TBD and she is requesting recommendations.
- ❖ Director of Programming Martinez gave a brief update on Summer Session which will be held at the City of Fullerton Community Center on August 8, 2019.
- ❖ Director of Programming Martinez advised that the Cal-ICMA Ethics Committee meet on March 18, 2019 and that they are still encouraging nominations for the Ethics Award.
- ❖ Director of Programming Martinez informed the Board that the next Cal-ICMA Student Chapter & Outreach Committee would be held on March 27, 2019.

9. DIRECTOR OF MEMBERSHIP SERVICES' REPORT

- ❖ President Gonzalez gave Director of Membership Services Samario's presentation on her behalf.
- ❖ President Gonzalez stated that membership was at 801 with few non-renewals.
- ❖ President Gonzalez reviewed the suggested language for membership transfer as used by SBHRA. Review and revision of the guidelines of membership will be brought to MMASC's Annual Business Meeting at Annual Conference.

10. IMMEDIATE PAST PRESIDENT'S REPORT

- ❖ Immediate Past President Garcia stated that she started a new position with the City of Santa Maria.
- ❖ Immediate Past President Garcia informed the Board that Region 1's Women's Leadership event was well attended and congratulated the Region on a job well done.

11. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

- ❖ Region Representative Christensen stated that their second annual Regional Women's Leadership Event was a sold-out success.
- ❖ Region Representative Christensen advised the Board of upcoming Regional events, including efforts to incorporate golf outings.

B. CHANNEL ISLANDS (REGION 2)

- ❖ None.

C. DESERT (REGION 3)

- ❖ Region Representative McWey gave a brief update on the Region's recent networking social in Palm Desert at AC3.

D. INLAND EMPIRE (REGION 4)

- ❖ Region Four Representative Cuadras announced their two new Board members, Imelda Huerta and Charles Berglund.
- ❖ Region Four Representative Cuadras informed the Board that the Region had hosted a planning session in January and provided updates on upcoming events.

E. NORTH LOS ANGELES COUNTY (REGION 5)

- ❖ Region Representative Shakarian informed the Board that their annual Trackside Luncheon would be held in the Arboritum and that the event is tentatively scheduled for Thursday, May 2, 2019.

F. SOUTH LOS ANGELES COUNTY (REGION 6)

- ❖ Region Representative Turner gave a brief update on their recent event, stating that they had 25 people in attendance.
- ❖ Region Representative Turner provided a series of updates on the Region's upcoming events, advising that they were working to reschedule their upcoming Dress for Success event, that their upcoming Gateway City Manager's Breakfast was scheduled for June 13, 2019, and that the Region was working on hosting succession planning and emergency preparedness sessions.

G. ORANGE COUNTY (REGION 7)

- ❖ Region Co-Chair Graham reminded the Board about the upcoming tour of the Segerstrom Center for the Arts and stated that the Region is still in the process of developing a survey with the intention of distributing it at the end of the month.

H. SAN DIEGO COUNTY (REGION 8)

- ❖ Region Co-Chair Boyce provided updates on the Region's upcoming events, including the August 10, 2019 Padres Game and an upcoming brewery tour on May 18, 2019.
- ❖ Region Co-Chair Boyce requested approval to print MMASC mousepads as Regional thank you gifts for their regional event speakers. President Gonzalez told her that Director of Communications Nelson would need to approve the design in advance but to proceed with the idea.

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

- ❖ ICMA Representative Dave Mora reminded the Board of the upcoming ICMA Coaching Webinar on Ethics as well as the Sexual Harassment Training webinar scheduled for March 26, 2019.

13. EXECUTIVE DIRECTOR'S REPORT

- ❖ Executive Director Kilkenny expressed his thanks for the continued relationship between ARC and MMASC.

14. UNFINISHED BUSINESS

- ❖ None.

15. NEW BUSINESS

- ❖ None.

16. ANNOUNCEMENTS / GOOD OF THE ORDER

- ❖ None.

17. ADJOURNMENT

- ❖ President Gonzalez adjourned the Board of Directors Meeting at 9:54 AM.

VOTE TALLY

ARC Contract Approval	
Representative/ Region	Vote
President	Yes
Vice President	Yes
Communications	Yes
Treasurer	Yes
Programming	Absent for Vote
Membership	Absent for Vote
IPP	Yes
Region 1	Yes
Region 2	Absent for Vote
Region 3	Yes
Region 4	Yes
Region 5	Yes
Region 6	Yes
Region 7	Yes
Region 8	Yes

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

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

RECOMMENDATION

Receive and file

BACKGROUND AND DISCUSSION

Contracts and Sponsors: As a friendly reminder, please be sure you send over any contracts that need to be signed by MMASC to me at president@mmasc.org. If you are reaching out to any potential partners/sponsors for any of your regional events, please also give me a heads up on who you are approaching before any conversations are being had.

ARC Contract Amendment: Thank you to the Board of Directors for approving the 3-year agreement (\$29,500 annually) with Association Resource Center (ARC). Agreement has been signed and a copy is available for reference if you need to view it.

California Association of County Executives: On April 24 I will be traveling to Sacramento to present with MMANC to the California Association of County Executives. This request came from our meetings at the League of California Cities CM Department Meeting to spread more information to County Executives on the good work that MMASC and MMANC do around professional development. At our next Full Board Meeting I will present a recap on this meeting.

2020 Annual Conference Site Selection: Vice President Murguia and Director of

Communications/Secretary Nelson and I have been working with Helms Briscoe (our Conference Site Selection Consultant) on identifying locations for the 2020 Annual Conference to be held in the San Diego Region. We have selected seven hotel properties to visit in the San Diego Region. Dates for the site visit have not been selected yet.

City Manager's List: The League of California Cities has sent over an updated contact list of City Manager's. If you are interested in reaching out to City Manager's in your respective region(s) please contact Monica Martinez, Director of Programming.

ICMA Resources in California: Dave Mora sent over an updated contact list of ICMA Resources in California. I will share this list with the entire Board of Directors for their use.

ICMA Veterans Local Government Management Fellowship: ICMA has started a Veterans Local Government Management Fellowship that is a 16-20-week program, in partnership with Department of Defense Military Installations, designed to provide a comprehensive experience for service members who are transitioning out of military service and who have an interest in local government. Some of this information may be useful to us as we begin to implement some ways that we can recruit Veterans to become members of MMASC. If you are interested in learning more about this program or about participating in how we can better serve Veterans in Southern California, please contact Dominique Samario, Director of Membership Services.

Mentorship Program: Joey Garcia, Region 6 Board Member is currently chairing the Mentorship Program. There are nine members that have been accepted into the program and have been paired with a mentor.

Fun Committee: I would like for us to begin exploring some "fun events" that we can do in each of our regions. These can be something small such as a hike or biking event

that we can do to meet more members in the regions that we serve. If you are interested in helping to serve or chair this Committee, please contact me at president@mmasc.org.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: Board of Directors
From: Izzy Murguia, Vice President
Subject: VICE PRESIDENT UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Annual Conference: On March 27, 2019, the Annual Conference Planning Committee held its Kick-off Call with all the respective committees. During our call we discussed roles and responsibilities, including key milestone dates. During the Kick-off Call, the Marketing and Communications Committee revealed this year's conference logo, which will be revealed in an upcoming conference theme/conference-chair write-up for *What's Happening Wednesday*. If anyone has any speaker proposal recommendations, please forward them to annualconf@mmasc.org. MMASC's has sent the second scheduled deposit payment to the Hilton Beachfront Resort Santa Barbara, in the amount of \$15,000 last month.

Travel: On March 20-22, I attended the ICMA West Coast Regional Conference on behalf of MMASC. Currently, ICMA is leading an effort to expand and diversify their membership, potentially changing the makeup of what constitutes a 'Full Member' and consequent voting rights within the organization. Additionally, ICMA discussed their efforts to assist veterans transitioning into local government, which is an important topic recognized by MMASC this year. ICMA is seeking feedback from its members throughout its Regional Conferences in determining whether Tenets 5 and 6 of the ICMA Code of Ethics require revisions. The current Tenets are below for reference:

- Tenet 5: Submit policy proposals to elected officials; provide them with the facts

and advice on matters of policy as a basis for making decisions and setting community goals; and uphold and implement local government policies adopted by elected officials.

- Tenet 6: Recognize that elected representatives of the people are entitled to the credit for the establishment of municipal policies; responsibility for policy execution rests with the members.

On March 22, MMANC Jessica Deakyne and I met with Kevin Duggan and ICMA Executive Director, Marc Ott to discuss our partnerships and find common areas to work together. The topics of diversity and university outreach were mainly discussed as areas where MMASC/NC and ICMA can further work together. Kevin Duggan agreed to set up a follow-up call with MMASC/NC (Presidents) and ICMA to discuss initiatives in further detail. Overall, I heard positive feedback on MMASC, particularly from Karen Pinkos, ICMA President and Marc Ott.

CGL: Since our last call, the CGL Committee approved the following courses for credit:

Course Title	Core Area	Credit	Organization
Communication and Perception	Effective Communication: Written and Verbal	½ Credit Verbal	MMASC
Authentic Life, Authentic Leadership	Organizational Leadership	Full Credit	MMASC

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: MMASC Board of Directors

From: Kristen Nelson, Director of Communications/ Secretary

Subject: DIRECTOR OF COMMUNICATIONS REPORT

RECOMMENDATION

The MMASC Board of Directors **RECEIVES** and **FILES** this Report.

BACKGROUND AND DISCUSSION

Updates regarding Winter Forum

- THANK YOU to everyone who helped make Winter Forum a success. We ended up with 112 registrants and the room felt full but intimate! We have been receiving lovely feedback regarding the food, venue, and speakers.
- In addition, we had approximately 25 attendees as the Networking Reception afterwards which felt like a nice-sized group!
- Special thanks to Alfa and Laena for assisting with the Social and Registration.
- All in all, Winter Forum expenses were approximately \$5,000 so I am hopeful that this will have been a profitable event!
- We will not be sending a Winter Forum survey to attendees in favor of the Annual Conference survey we do each year and the new Membership Satisfaction Survey we've been discussing as a group.
- Photos from Tripepi are already available for view and download:

2019 MMASC Winter Forum Photo Gallery:

https://tripepismith.photoshelter.com/gallery/2019-MMASC-Winter-Forum-JPGs/G0000JA7GDY6SwfQ/C0000xyC_i4JBGwM

Password to View and Download (Case Sensitive):

MMASC2019

- I would love to hear any feedback you may have regarding the event!

Other Discussion Points

- **Board Reports.** Please review your Board reports before submitting them to me for the agenda. Frequent errors include: incorrect meeting dates, incorrect To/From/Subject line entries, and watermarks.
- **WebEx.** I have been getting emails from Regional Boards that they have not been able to successfully log in to WebEx as alternative hosts to start their regional calls, so I need to test that and see what's going on/ if I can provide additional guidance to those Regions.
- **Email Issues.** I have also been told that several people, myself now included, are not receiving their Region emails, are receiving spam emails and quarantine notifications, and in general are having a slew of MMASC email related issues. It is my understanding that Kevin has investigated this?
- **SurveyMonkey.** Regions now have access to MMASC's SurveyMonkey account. Please note that the Executive Board will need to review and approve all surveys before they are distributed to our membership. Please note that the password to this account will change during the elections cycle when access will be revoked. A new password will be provided once election results are final.

USERNAME: mmasc

PASSWORD: DevelopingPeople

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: Board of Directors

From: Ryan Hallett Hinton, Director of Finance/Treasurer

Subject: DIRECTOR OF FINANCE/TREASURER REPORT

RECOMMENDATION

Receive and file

BACKGROUND AND DISCUSSION

Financial Information: Attached is the 2019 Statement of Activity report through March 2019. As of April 11, 2019, the balance in MMASC's checking account was \$71,775.07 and \$70,263.43 in its savings account. Please note that a \$15,000 payment was made to Hilton Santa Barbara Beachfront for the 2019 Annual Conference.

Regional Budgets: Some Regions have inquired as to the amounts in their regional budget for event planning purposes. From now on, I will provide an update at every Board of Directors meeting. I've included current budget information in the table below. As a reminder: If you're planning an event that will cost more than the available balance in your regional budget, you must reach out to me so that I can work with you on your event funding plan.

Available Balance in Regional Budgets (as of March 30, 2019)	
Region 1	\$1,000
Region 2	\$,1000
Region 3	\$972
Region 4	\$1,000
Region 5	\$921

Region 6	\$1,000
Region 7	\$1,000
Region 8	\$1,000

Women’s Leadership Summit: Dominique and I (along with Nick) have been working diligently on this year’s Women’s Leadership Summit, and we’re proud to announce that registration is officially open! This year, MMASC is partnering with Women Leading Government (WLG) to co-host the 2019 Women’s Leadership Summit and L.A. County Roundtable, which will be a one-day mini conference with various breakout sessions. The event is scheduled for Wednesday, May 29, at the Huntington Library in San Marino.

This year’s theme “Rise Up! Life Up! Straight Up!” focuses on internal growth (Rise Up!), encouraging growth in others and bringing them up with you (Lift Up!), and having open discussions about being a female leader in local government (Straight Up!).

This is a great opportunity to connect with other women and men, hear from dynamic speakers, participate in small group and interactive sessions, and expend your skills and knowledge. Register ASAP because this event will sell out fast! For more information, visit: www.mmasc.org/wls

Municipal Management Association of Southern California
Statement of Activity
 January - March, 2019

End of Year 2018	\$	59,824.30
Total		
Revenue		
Annual Conference Revenue	\$	430.00
Membership Due	\$	14,547.55
Refunds-Allowances	\$	(430.00)
Regional Events Revenue	\$	4,895.70
Sponsorship	\$	30,575.00
Summer Session Revenue	\$	259.58
Winter Forum Revenue	\$	10,044.25
Total Revenue	\$	60,322.08
Expenditures		
Annual Conference	\$	15,000.00
ARC Contract	\$	8,833.36
Bank, Legal, and Insurance Fees	\$	972.27
Dues & Subscriptions	\$	6,015.00
Meetings	\$	1,273.86
Office Supplies, Postage, and Copies	\$	904.03
Regional Events	\$	5,087.46
Sponsorship Expenditure	\$	500.00
Travel	\$	1,666.71
Website	\$	1,044.59
Winter Forum	\$	4,231.36
Total Expenditures	\$	45,528.64
Transfer to Savings (January 2019)	\$	5,000.00
Total Revenue	\$	120,146.38
Total Expenditures	\$	50,528.64
Balance	\$	69,617.74

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: Executive Board
From: Monica Martinez, Director of Programming
Subject: PROGRAMMING UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Calendar

- Be sure to get your events on the calendar!

Board Orientation/Mid-Year

Mid-Year – July 20. Location TBD.

Summer Session

August 8. City of Fullerton.

Engage. Empower. Educate.

Co-Chairs: Stephanie Boyce and Matt Hickey.

Committee conference call 4/22.

Speaker application online.

Ideas/suggestions email summersession@mmasc.org

Cal-ICMA Ethics Committee

- Last Meeting 3/18. Next Meeting 5/20.
- Website update (article, ICMA webinar)
- Ethics Hero award
- A sub-committee of the Ethics Committee reviewed and provided feedback on Tenets 5 and 6 of ICMA's Code of Ethics.

Cal-ICMA Student Chapter & Outreach (Talent Initiative)

- Last Meeting 3/27. Next Meeting 4/18
- Outreach to universities. Survey.
- Fellowship.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: Board of Directors

From: Lara Christensen & Norma Cervantes, Region 1 Co-Chairs

Subject: REGION 1 UPDATES

RECOMMENDATION

Board of Directors receive and file Region 1 April Report

BACKGROUND AND DISCUSSION

Region 1 continues to plan for the remainder of the year.

The next event is scheduled for July 25 from 1 p.m. to 4 p.m. in Santa Barbara at Chase Palm Park. The topic of the event is "*Leveraging an Understanding of Differences in Behavioral Styles as a Tool for Stronger Workplace Relationships*" and will be presented by Dr. Eric Zachrison of Effectiveness Consultants (<https://www.effectivenessconsultants.com/>) and IDI.US (<https://www.idiusinc.com/>). We are in the process of finalizing a Save-the-Date flyer for distribution to our membership and for upload to the website.

Following distribution of the Save-the-Date, Region 1 Board will focus on locking in dates for the remaining events and scheduling some casual networking events.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: MMASC Executive Board of Directors

From: Adam McWey, Region 3 Chair

Subject: REGION 3 (DESERT REGION) – APRIL 2019 UPDATE

RECOMMENDATION

Receive and file.-

BACKGROUND AND DISCUSSION

Met with representatives from the City of Palm Desert to discuss a potential Lunch N Learn event about the benefits of MMASC. Palm Desert representatives are excited to host the event at their City Hall. The Lunch N Learn will be Tuesday May 14th at noon and open to anyone interested in MMASC. City of Palm Desert will provide lunch to attendees and MMASC will bring dessert. The region will also host a social networking event that same week, Thursday, May 16th, at BrewQuinta in La Quinta. We will create advertising flyers this week for publication in WHW.

Events Calendar

May 14, 2019 – Lunch N Learn at City of Palm Desert

May 16, 2019 – Social Networking Hour at BrewQuinta, La Quinta

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: Board of Directors

From: Region 4

Subject: REGION 4 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

The Temecula Wine Mixer has been confirmed and set for Saturday, May 4th from 5pm to 8pm. It's going to be a fun night of networking so make sure to sign up to attend! The flyer went out to all members on the Region 4 email list on April 4th and will be in this week's What's Happening Wednesday. We have secured two sponsorships from SoCalGas and Agiline and a few more are in the works. We have a handful of people registered already. Keep sharing and encourage your colleagues to attend!

We will be bringing the Region 4 team back together in May to de-brief the signature event and continue to plan and set dates for our next three regional events.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

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

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

1. **City of Culver City MG Lunch and Learn:** Next session is **FEAR (False Evidence Appearing Real) on Thursday, May 23, 2019**. Come to this session to learn how FEAR affects your body and how to excel in spite of it. We will discuss the needed skills and competencies as well as some ways to continue your professional development and job advancement in spite of it. **All are welcome to attend.**

2. **Dress for Success event.**
 - a. Was confirmed for Saturday, April 27, 2019
 - b. Needs to be rescheduled due to conflict on Nordstrom side.
 - c. Looking for a day in May.
 - d. Event will be hosted at the Nordstrom Local in West Hollywood. All are invited. The event will have continental breakfast, stylist appointments and a chance to win a Nordstrom gift card!
 - e. Here's a quick background about Nordstrom Local Melrose: This particular Nordstrom was the first Nordstrom Local on Melrose in Los Angeles and opened its doors in October 2017. These neighborhood hubs offer customers the opportunity to shop and access Nordstrom services in a convenient, central location. The stores do not have any inventory and use their app/online platform for customers to pick up their orders along with personal stylist to assist with picking out the right outfit.
 - f. Inviting USC, Northridge and Pepperdine Masters programs
 - g. Students to attend for networking and bus attire tips.

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

The meeting will take place on **Thursday, June 13, 2019** at Lakewood City Hall (5050 Clark Avenue Lakewood, CA 90712). 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 soon.

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.

4. **Investigating an Emergency Preparedness event** to be held in August or September, in advance of National Preparedness month in September.
 - a. We have reached out to the City Manager of the City of Long Beach
 - b. Location will be LB ECOC.
 - c. Lunch will be provided.
 - d. Tour of LB ECOC.
 - e. 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: April 17, 2019

To: Board of Directors
From: Michael Johnston, Region 7 Co-Chair
Subject: REGION 7 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Last Wednesday, April 10, 2019, Region 7 hosted our first event of the year, a private tour of the Segerstrom Center for the Arts. We had 10 members attend and overall the tour was a great success. Attendees visited both the Segerstrom Hall and the Renee and Henry Segerstrom Concert Hall, and the event offered a unique opportunity to get a behind the scenes glimpse at one of the most iconic landmarks in Orange County.

Moving forward, Region 7 is continuing to develop a member survey to generate ideas for events that our members would like to attend. The survey is still in draft form, with distribution planned for the end of April.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: April 17, 2019

To: Board of Directors

From: Region 8 Board

Subject: REGION 8 UPDATES

RECOMMENDATION

Receive and file monthly board meeting notes from Region 8.

BACKGROUND AND DISCUSSION

Region 8 held a phone conference on Thursday, April 11, 2019

The board discussed the Brewery tour scheduled on May 18, 2019. Proposed sponsors and sponsorship letter was approved by the President and will go out as soon as possible to help lower the cost. If we do not secure any sponsors for the scheduled event, our alternate plan is to move the event to Vista as a walking tour of several nearby breweries. The event will be no host and may include pizza for a nominal fee.

We discussed the Region's signature Padres event. All Saturday dates in the San Diego Beach area are sold out from June until the end of August. Friday, August 9, 2019 is available with 37 ticket remaining. Our goal was to have a joint event with APA. APA has already purchased their 72 tickets for that night. The board discussed that a Friday night game might not have as good of turnout because for the following reasons: it's the day after the Women's Leadership Summit, some people might have to work, and traffic getting downtown on a Friday evening is worse than on a Saturday. Lois is going to reach out to the Padres sales rep to look into available Saturday dates in August in another area within the park. Stephanie is going to send the sponsorship template and proposed sponsors to the President for approval. Once we have sponsors

in place we can come up with a cost and create a flyer for the event. We will post a *Save the Date* flyer by end of April/early May and have the complete flyer with cost by end of May/early June.

It was also discussed that Region 8 may do a joint Professional Development with WLG in Encinitas. There was talk of May 7, 2019 as the date but the Region 8 board felt like that does not give us enough time to plan and market the event. We suggested a later date, maybe in June as an alternate. We are waiting to hear back from WLG regarding the proposal to change the date.