



Board of Directors Meeting

AGENDA

October 16, 2019

9:00 AM

Conference Call Phone: (916) 234-5662

www.uberconference.com/mmasc

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
- ___ Region Two Representative: Ryan Kintz, Jonathan Royas & Joana Smith
- ___ Region Three Representative: PJ Gagajena & Adam McWey
- ___ Region Four Representatives: Nicole Cuadras, Justine Garcia, Matt Hickey, Imelda Huerta & Lilyan Villarreal
- ___ Region Five Representatives: Julio Donayre, 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: Joseph Cisneros, Hayley Gilbert, Kirsten Graham, Michael Johnston & Lori Karaguezian
- ___ Region Eight Representatives: Stephanie Boyce, Sylvia Solis Daniels, Ashlee Stratakis & Lois Yum
- ___ League of California Cities Representative, Meghan McKelvey
- ___ ICMA Representatives, Pat Martel & 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
September 18, 2019

1. CALL TO ORDER

- ❖ Vice President Murguia called the Board of Directors Meeting to order at 9:02 AM.

2. ROLL CALL

- ✓ President, Nicholas Gonzalez
- ✓ Vice President, Izzy Murguia
- ✓ 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 Representative, Norma Cervantes
- ✓ Region Two Representative, Ryan Kintz
- ✓ Region Three Representative, Adam McWey & PJ Gagajena
- ✓ Region Four Representatives, Nicole Cuadras
- ✓ ICMA Representative, Pat Martel
- ✓ Executive Director, Kevin Kilkenny

Absent:

Director of Communications/Secretary, Kristen Nelson
Region Five Representative, Scarlett Santos Leon
Region Six Representative, Dia Turner
Region Seven Representatives, Michael Johnston
Region Eight Co-Chair, Ashlee Stratakis
League of California Cities Representative, Meghan McKelvey
Institute for Local Government Representative, Melissa Kuehne
MMANC Representative, Carla Hansen

3. APPROVAL OF MINUTES

- ❖ President Gonzalez presented the minutes from the Board of Directors Meeting on Wednesday, August 21. Motioned by Director of Membership Services Samario, seconded by Region 1 representative Cervantes. The Board of Directors unanimously approved the minutes. Immediate Past President Garcia joined the call after the vote.

4. PRESIDENT'S REPORT

- ❖ President Gonzalez congratulated the incoming 2020 Executive Board with special recognition to Izzy Murguia as incoming President and the Elections Committee for a seamless elections process.
- ❖ President Gonzalez stated that the Annual Conference Committees are working to finalize details with the corporate partners on exhibitor spaces and are finishing out the programming. Information

is being uploaded to BaseCamp as it is finalized. Additional sponsorship opportunities are available at Annual Conference for partners who do not participate year-round.

- ❖ President Gonzalez shared that the Municipal Financial Management Program is starting up again and a new Municipal Leadership Program is also in the works.
- ❖ President Gonzalez announced that the scholarship winners for ICMA's Annual Conference had been selected and shared that MMASC and MMANC were planning a meet up while in Nashville for anyone attending.
- ❖ President Gonzalez provided an update on the ICMA joint member outreach initiative, sharing that 29 members were brought to MMASC as a result of the effort.
- ❖ President Gonzalez attended the Alliance for Innovation's BIG IDEAS conference and provided a brief update.

5. VICE PRESIDENT'S REPORT

- ❖ Vice President Murguia announced that Annual Conference 2019 is less than 60 days away and that there are currently 263 registrants out of a maximum 290. Anyone interested in registering after 290 will be waitlisted.
- ❖ Vice President Murguia also shared additional updated on Annual Conference, sharing that session spotlight summaries were being uploaded to the conference website and that the conference app should launch at the end of next month. Scholarships for the Annual Conference have been announced.
- ❖ Vice President Murguia announced that Annual Conference session moderators were still needed as were raffle prizes and that a sample donation letter was available on BaseCamp.
- ❖ Vice President Murguia joined Director of Finance/Treasurer Hallett Hinton and Director of Communications Nelson in the Desert to conduct site tours for Annual Conference 2021.
- ❖ Vice President Murguia stated that he would be joining Region 7 on October 10 at Cal State Fullerton to present to their students.

6. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT

- ❖ Vice President Murguia gave Director of Communications Nelson's report on her behalf, sharing her thanks to be working to develop the Veteran Membership tier and her congratulations to the incoming Executive Board.
- ❖ Director of Communications Nelson reminded the Regional Boards that the end of the calendar year is typically event heavy and to please be sure that events are calendared and flyers reviewed and approved for promotion on social media and in What's Happening Wednesday. How To documents are available on BaseCamp for these tasks.
- ❖ Director of Communications Nelson shared that she and Vice President Murguia were working together to improve the CGL Program and provide opportunities to increase the number of participants and graduates.
- ❖ Director of Communications Nelson will be representing MMASC at the upcoming MMANC Annual Conference in Sacramento, will be in attendance at the ICMA Annual Conference in Nashville, and is partnering with President Gonzalez to present to MPA students at Cal Poly Pomona in November.

7. DIRECTOR OF FINANCE/TREASURER'S REPORT

- ❖ Director of Finance/Treasurer Hallett Hinton included a Statement of Activity with his report, sharing that, as of September 11, 2019, there was \$137,334 in the checking account and \$70,272

in savings. This is due to the incoming Annual Conference revenue and the fact that no large Annual Conference expenditure has been processed yet.

- ❖ Director of Finance/Treasurer Hallett Hinton joined Vice President Murguia and Director of Communications Nelson in the Desert for Annual Conference 2021 site tours.

8. DIRECTOR OF PROGRAMMING'S REPORT

- ❖ Director of Programming Martinez shared her excitement that Region 2 Representative Kintz had returned to the Board and that she was working with him to organize events and find additional Region Board members to assist him moving forward.
- ❖ Director of Programming Martinez stated that the Cal-ICMA Ethics Committee is still waiting to hear back about their session proposal for the CM Conference in February.
- ❖ Director of Programming Martinez announced that the Cal-ICMA Student Chapter is meeting tomorrow and that they are still working to coordinate with existing chapters to partner on getting other chapters up and running.

9. DIRECTOR OF MEMBERSHIP SERVICES' REPORT

- ❖ Director of Membership Services Samario thanked everyone for working to maintain our high membership numbers.
- ❖ Director of Membership Services Samario encouraged the Region Boards to connect with their membership about their upcoming events because it is a more personalized invitation that demonstrates immediate value, especially to new members.
- ❖ Director of Membership Services Samario informed the Board that she is working with Region 1 Representative Cervantes and Director of Communications Nelson to develop draft language for the Veteran Membership tier for consideration at the Annual Business Meeting. She provided clarification that the Veteran Membership tier is for newly discharged Veteran's looking to transition to careers in local government and that Veteran's currently employed are not eligible, instead falling under the Full Member tier. She reminded the Regional Boards to notify her of any current Veteran members.

10. IMMEDIATE PAST PRESIDENT'S REPORT

- ❖ Immediate Past President Garcia congratulated the incoming Executive Board and shared that she is still working with Region 1 to put events onto the calendar.

11. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

- ❖ Representative Cervantes stated that the Board is working on numerous events, including a professional development event to be held before the end of the calendar year and their annual CM luncheon in October. They are working to get everything out to the calendar once the details are finalized.

B. CHANNEL ISLANDS (REGION 2)

- ❖ Representative Kintz is happy to be back and is hitting the ground running with an October Dress for Success event, a partnership with the Channel Islands Public Management Association and their annual CM Luncheon in December.

C. DESERT (REGION 3)

- ❖ Representative McWey shared that their EOC Tour and Talk went well yesterday with ten attendees made up of half member, half non-members and a Council member.
- ❖ Representative McWey shared that the Region is working on finalizing a sponsorship letter and are finalizing costs so they can proceed with marketing the Polo Mixer.
- ❖ Representative McWey shared that they have not received responses from any Region 3 Veteran members.

D. INLAND EMPIRE (REGION 4)

- ❖ Representative Cuadras announced their upcoming Lunch and Learn focused on rising through the organization and their October 10 CM panel at La Verne which will provide a dual focus on increasing student membership. They are hopeful that announcing the speaker panel will boost registration.

E. NORTH LOS ANGELES COUNTY (REGION 5)

- ❖ None.

F. SOUTH LOS ANGELES COUNTY (REGION 6)

- ❖ None.

G. ORANGE COUNTY (REGION 7)

- ❖ Director of Finance/Treasurer Hallett Hinton gave Region 7's report on their behalf, stating that they are working up events for the end of 2019, including their annual OCCMA Luncheon and Speed Coaching event on October 2 and their presentation to Cal State Fullerton students on October 10. A holiday party is also in the works for November or December.

H. SAN DIEGO COUNTY (REGION 8)

- ❖ None.

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

- ❖ ICMA Representative Martel announced that the upcoming ICMA Annual Conference has reached record registration with over 3,600 people planning to attend. All conference housing is full.
- ❖ ICMA Representative Martel reminded everyone about the Cal-ICMA/League state reception on Monday and encouraged the Board's participation at a variety of events.
- ❖ ICMA Representative Martel provided insight into the ICMA Board's August meeting in Chicago where they discussed three proposed changes to the ICMA Constitution geared towards expanding the membership rights of Affiliate Members in the areas of voting and service to the organization. Ballots have already gone out with language modifications to Tenets 1 and 2 of the ICMA Code of Ethics.
- ❖ ICMA Representative Martel informed the Board that ICMA is working to be certified as a Veteran's organization and that their program representative Scott Robinson can be a resource as we work to develop our Veteran Membership tier.

13. EXECUTIVE DIRECTOR'S REPORT

- ❖ Executive Director Kilkenny shared that there have been no registrations for the Annual Conference Golf Tournament despite it being advertised for a few weeks now. Vice President Murguia will push the event again on social media.

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 9:48 AM.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: October 16, 2019

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

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Annual Conference: The Annual Conference is completely sold out, with record number registration. Currently the waiting list is full and we're not accepting any more registrations. We're working on final details and migrating information into our Conference App, which will be released to attendees by end of the month.

We're still seeking raffle prizes from Executive Board members and Regions. Please attempt to secure a prize by November 1. Lastly, there are a few moderator slots available, we would appreciate your assistance in this area. The planning committee will provide moderators with guidelines along with all the pertinent information needed to successfully introduce a session. If you have any questions about being a moderator, please contact me.

Signature Events 2020: We're currently looking for venues for all our signature events in 2020. If you have an ideal space in your community, please contact me with details. Additionally, if you're interested in co-chairing any of these events, please contact me. Co-chairing a signature event is another great way to network and develop event planning and leadership skills.

Other: On October 10, 2019, Hayley Gilbert and Kirsten Graham presented on MMASC and careers in local government at CalState Fullerton. There were approximately 50 students in attendance. I want to thank Hayley and Kirsten for their contribution to a

successful presentation. If any regions would like a copy of the power point used, please let us know.

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

Course Title	Core Area	Credit	Organization
Fundamentals for Non-Finance Analysts and Division Managers	Managing Fiscal Resources	Full	MMANC
Building Employee Engagement	Organizational Behavior	Full	MMANC
The Art & Practice of Facilitation	Building a Culture of Success	Full	MMANC

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: October 16, 2019

To: MMASC Board of Directors

From: Kristen Nelson, Director of Communications/ Secretary

Subject: DIRECTOR OF COMMUNICATIONS REPORT

RECOMMENDATION

The MMASC Executive Board **RECEIVES** and **FILES** this Report.

BACKGROUND AND DISCUSSION

Annual Conference 2019. I have been contacting a handful of businesses regarding sponsorship opportunities for Annual Conference. RING has shown interest so I am hopeful we will be able to get them on board.

Annual Conference 2021. Izzy, Ryan and I conducted site visits in the Coachella Valley September 13-15 for consideration as Annual Conference 2021 locations. We have narrowed the selection down to two properties, both Marriott locations, and are currently working our way through some preliminary negotiations. We look forward to making a recommendation to the Board soon.

CGL. Izzy and I have been brainstorming ideas for how to build our CGL program in the coming years. We are still working through some of the ideas and look forward to discussing in more detail at a later date.

Region 3. Jessica Steavens is a Region 3 member and was a regional board member for a brief period before she spent some time in transition. She has been employed with the City of Rancho Mirage and now that she is settled into her role, is looking to be more active in the organization. I e-introduced her to Adam and PJ and look forward to all she brings to the region.

Veteran's Membership. Dominique, Norma and I are excited to continue working on this effort. To date, only two veteran members have been identified by our regional boards and neither are currently registered to attend Annual Conference this year. I have greatly enjoyed helping draft the suggested changes to the Bylaws and look forward to providing services to this worthy group of individuals.

Annual Conference Analytics. I wanted to provide some interesting data to showcase our membership's engagement with Annual Conference content. From the first Annual Conference Digest on June 10 through September 23:

AC Digest: An average of 259 people open the Annual Conference Digest each Monday. That's approximately 33% of our subscribed membership.

AC Website: The Annual Conference landing page has been visited approximately 3,350 times. Of the subpages, most website visitors spend their time (approximately 2 minutes) reviewing the Registration and Hotel Information pages. This is in line with the data from the same time period the prior year.

Browsers & Devices: MMASC website users primarily access the site from their desktops (69%) using Chrome (51%).

If you are interested in any data specifically, please let me know and I will be happy to do some research. I am hopeful that the more we look into the data behind our website and newsletters, the better we can develop our digital presence and increase our reach.

MMANC Annual Conference. I will be returning from MMANC's Annual Conference at the time of this meeting. I look forward to discussing my thoughts on their setup and programming with the Board and was excited to be able to engage with our sister organization.

ICMA Annual Conference. I leave Saturday for the ICMA Annual Conference in Nashville this October as a Planning Committee member representing MMASC. I look forward to seeing everyone at the MMASC/MMANC networking event.

Presentation to MPA Class – Cal Poly Pomona. Nick and I will be presenting to a group of MPA students at Cal Poly Pomona on Monday, November 4. I look forward to continuing the great work you have all been doing with other colleges and universities and am proud to represent the organization in this capacity.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: October 16, 2019

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

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Regions

- Region 2
 - Katrina Maksimuk
- With a new year and new board, I am reaching out to members to take on a leadership role and become a board member in Regions 1, 2 and 3.

Cal-ICMA Ethics Committee

- Our next ethics committee call is next week.
- Sub-committee: our ethics proposal was selected for the League's CM conference in February 2020. With the 10 year anniversary of Bell, panelists will discuss the lessons learned from ethical lapses, how organization have gotten better or worse, the challenges in promoting ethical culture, and what ethical issues remain for cities today. We are securing the panelists and session description for an October 11th deadline submission.

Cal-ICMA Student Chapter & Outreach (Talent Initiative)

- Bi-monthly meetings.
- 9/19/19 meeting was successful. Working on a management fellowship, CA ICMA student chapters support and new CA ICMA Chapters. Talked about having a one-day event with all public sector organizations and invite students.

Misc.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: 10/11/2019

To: Board of Directors

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

Subject: REGION 1 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

The annual City Manager's Luncheon was historically held in October and MMASC was able to piggy-back on this meeting in order for members to attend lunch with the Regional executives and participate in a round or two of speed coaching. When MMASC reached last month for details on the luncheon, it was unfortunately discovered that with a change in personnel in the city who coordinated this luncheon, the luncheon was not scheduled with the executives. After working with the city and some of the city managers, this event is being rescheduled to January.

We are in the planning phase of one more professional development event either in late October or November. We are looking at either a luncheon or after-work event in order to allow those who are current members, and those interested in membership, and opportunity to attend.

All of the dates will be updated on the calendar as soon we get firm dates and times.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: October 16, 2019

To: Board of Directors

From: Region 4

Subject: REGION 4 UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Lessons in Learning and Leading event on October 10 was a huge success. We had 45 people in attendance, 29 students and 16 MMASC members (including our 4 City Managers from the panel). The event provided a lot of great insight for students into local government and the benefits of joining MMASC. We are hoping to potentially do this event next year with a different MPA program and possibly rotate through programs on a schedule.

Event after action report will be sent to Ryan next week.

Our 4th event for the year is still in the works, it will most likely be another lunchtime event in Rancho.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: October 11, 2019

To: Board of Directors

Commented [MSOffice1]: Typically addressed to "Executive Board" or "Board of Directors"

From: Dia Turner, Region 6

Subject: **BOARD UPDATE**

RECOMMENDATION

Receive and File

Commented [MSOffice2]: Typically "Receive and file" or "Approve" etc.

BACKGROUND AND DISCUSSION

1. Lunch and Learn – Joint event with CCMG Next Session is scheduled for Tuesday, November 5, 2019 at 12. The topic is building an individual development plan towards a leadership behavior or trait.
2. Event Confirmed with Gateway Cities COG leadership. Gateway Cities COG leadership is on board with moving forward with an event geared toward attracting women and diverse individuals to the City Manager profession.

Who: Three COG entities in Southern California will partner with Region 6 to host the event.

What: Event will take the form of a moderated panel. Panel will consist of 5 Female city manager or Deputy / Assistant City Manager and one male (Paul Arevalo of West Hollywood was suggested) with a moderator Coach Rowen was requested.

Lunch will be included

When: Tuesday, January 14, 2020, 11:00 AM – 1:00 PM

Where: Hosted at Gateway Cities Council of Governments **Capacity is 96 guests**
2nd Floor of the Clearwater Building
16401 Paramount Blvd.
Paramount, CA 90723

Why: To address the succession planning dearth of female and diverse individuals in the City Manager profession

To identify and address the barriers of those individuals applying for CM positions

To help CM identify and Mentor interested Management Analysts

To provide guidance and tools for MA's interested in the profession

To allow female and diverse candidates to "see themselves" as City Manager material

To allow CMs to broaden their scope

To encourage "asking the question" (i.e. why is this candidate list all male?)

- The COG is sponsoring the lunch and providing the location
- MMASC will secure the panel and provide structure to the event.
- Cost is \$20 Member and \$25 Non Member
- ICMA, Southern California COGS, MMASC, WOG, Local MPA programs will help promote the event
- Would like to have this event qualify as a CGL credited event under one of the following categories

- Creating a Culture of Success
- Organizational Leadership

- Here are the questions the moderator has suggested

- Proposed Questions

Event: Next Gen City Manager Event

Why: To address the succession planning dearth of female and diverse individuals in the City Manager profession

- What barriers did you face in becoming a CM? How did you address each?

○ *Will ask this of the full panel and list out each barrier listed.*

○ *Will dig into each barrier stated as applicable.*

- Are any of these barriers self-imposed/controllable?

○ If so, how?

○ *Clarify what we can influence/control to empower participants.*

- How has mentorship helped you in your advancement to CM?
- What actions or resources would you recommend MA's interested in the profession to take?
- How does seeing a disparity in female CMs impact your ability to "see yourself" as City Manager material?
- What do you think could help increase diversity in our CM group?
- What strengths/skills/traits do you find you uniquely bring to the CM group?
- How do you balance responsibilities at work and home?
- How can I better network with CMs?
- What are the reasons you think diverse colleagues (or anyone) hesitate to pursue CM profession?

Additional Recommendations

- Encourage Panel to share specific stories when answering. Stories are more emotionally charged and better reinforce action.

ICMA, Southern California COGS, MMASC, WOG, Local MPA programs will help promote the event

- 3. Collaboration with Gateway City Manager's** The CM's have invited MMASC to join another COG meeting to be a "fly on the wall" and see how the meeting USUALLY happens (traditionally they change the structure when MMASC joins – the "fly on the wall" can provide a view into the CM interaction).

The next annual meeting (June, 2020) will be held in La Mirada and will be a breakfast. The City Manager who is hosting (Jeff Boykin) has requested a longer session on succession planning.

4. Dress for Success event.

- a. Was originally confirmed for Saturday, April 27, 2019
- b. The event will return to Nordstrom, Century City.
- c. Looking for a day that works for Nordstrom.
- d. The event will have continental breakfast, stylist appointments and a chance to win a Nordstrom gift card!
- e. Inviting USC, Northridge and Pepperdine Masters programs
- f. Students to attend for networking and bus attire tips.

5. 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 (followed up with Pat West at the Lunch with a City Manager event).
- 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
- f. Haig Kartounian of Southern California Edison has reached out to provide an alternative if the Long Beach location falls through

6. Working with LAWA regarding a tour of the airfield and discussion of the APM (Automated People Mover) Train.