

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS AND A
REGULAR JOINT MEETING OF THE
EXECUTIVE COMMITTEE AND THE
USER COMMITTEE
JULY 19, 2022**

A. CALL TO ORDER

A joint meeting was held via teleconference on Tuesday, July 19, 2022, at 2:05 PM, with the Board of Directors convening in a special session and the Executive Committee and the User Committee convening in a regular session.

B. ROLL CALL

Present: Councilmember Suzanne Hadley, City of Manhattan Beach
Councilmember Alex Monteiro, City of Hawthorne
Mayor Pro Tem Rodney Tanaka, City of Gardena
City Manager Bruce Moe, City of Manhattan Beach
City Manager Von Norris, City of Hawthorne
City Manager Clint Osorio, City of Gardena
Chief Derrick Abell, Manhattan Beach Police Department
Chief Mike Ishii, Hawthorne Police Department
Chief Mike Saffell, Gardena Police Department

Absent: Chief Mike Lang, Manhattan Beach Fire Department

Also Present: Executive Director Ross Klun
Operations Manager Shannon Kauffman
Administrative Services Manager John Krok
Finance Manager Vanessa Alfaro
Legal Counsel Laura Kalty, Liebert, Cassidy, Whitmore
General Counsel Jennifer Petrusis, Richards, Gershon Watson

C. PUBLIC DISCUSSION

None.

D. ELECTION OF THE BOARD OF DIRECTORS CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2022-2023

MOTION: Councilmember Monteiro moved to nominate Mayor Pro Tem Tanaka to serve as Chairperson of the Board of Directors during Fiscal Year 2022-2023. The motion was seconded by Councilmember Hadley and passed by unanimous roll call vote.

MOTION: Mayor Pro Tem Tanaka moved to nominate Councilmember Suzanne Hadley to serve as Vice-Chairperson of the Board of Directors during Fiscal Year 2022-2023. The motion

was seconded by Councilmember Monteiro and passed by unanimous roll call vote

E. **BOARD OF DIRECTORS' CONSENT CALENDAR**

1. **Minutes from March 15, 2022**

2. **AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings**

MOTION: Councilmember Monteiro moved to approve the Board of Directors' Consent Calendar as written. The motion was seconded by Mayor Pro Tem Tanaka and passed by a 2-0 roll call vote with Councilmember Hadley abstaining.

F. **ITEMS REMOVED FROM CONSENT CALENDAR**

None.

G. **BOARD OF DIRECTORS GENERAL BUSINESS**

1. **Updated Publicly Available Pay Schedule**

The staff report was presented by Executive Director Klun with the recommendation that the Board of Directors approve and adopt the proposed pay schedule reflecting all Authority positions and associated salaries in order to meet the California Public Employees' Retirement System (CalPERS) requirements of Government Code § 20636(b)(1) and CCR § 570.5.

MOTION: Councilmember Monteiro moved to approve and adopt the proposed pay schedule reflecting all Authority positions and associated salaries in order to meet the California Public Employees' Retirement System (CalPERS) requirements of Government Code § 20636(b)(1) and CCR § 570.5. The motion was seconded by Councilmember Hadley and passed by unanimous roll call vote.

2. **Schedule of Fees and Charges for Fiscal Year 2022/23 as Described in Exhibit A of the Draft Resolution**

Executive Director Klun provided the staff report with the recommendation that the Board of Directors approve and adopt the proposed resolution establishing an updated schedule of fees and charges for Fiscal Year 2022-2023. In answer to a question from Mayor Pro Tem Tanaka, Administrative Services Manager Krok provided clarification on how the proposed rates and fees were established.

MOTION: Councilmember Monteiro moved to approve and adopt the proposed resolution establishing an updated schedule of fees and charges for Fiscal Year 2022-2023:

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE SOUTH
BAY REGIONAL PUBLIC COMMUNICATIONS AUTHORITY
ESTABLISHING A SCHEDULE OF FEES AND CHARGES FOR
FISCAL YEAR 2022-2023**

The motion was seconded by Councilmember Hadley and passed by unanimous roll call vote.

H. **ELECTION OF THE EXECUTIVE COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2022-2023**

MOTION: City Manager Moe moved to nominate City Manager Norris to serve as Chairperson of the Executive Committee during Fiscal Year 2022-2023. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

MOTION: City Manager Moe moved to nominate City Manager Osorio to serve as Vice-Chairperson of the Executive Committee during Fiscal Year 2022-2023. The motion was seconded by City Manager Norris and passed by unanimous roll call vote.

I. **EXECUTIVE COMMITTEE CONSENT CALENDAR**

1. **Minutes from July 6, 2022**
2. **Check Register – June 2022**
3. **AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings**

MOTION: City Manager Moe moved to approve the Executive Committee Consent Calendar as written. The motion was seconded by City Manager Osorio and passed by unanimous roll call vote.

J. **ITEMS REMOVED FROM THE CONSENT CALENDAR**

None.

K. **EXECUTIVE COMMITTEE GENERAL BUSINESS**

1. **Executive Director's Update on the Status of the Mark43 Project**

Executive Director Klun gave a Power Point presentation on the status of the Mark43 Project.

L. **ELECTION OF THE USER COMMITTEE CHAIRPERSON AND VICE-CHAIRPERSON FOR FISCAL YEAR 2022-2023**

MOTION: Chief Ishii moved to nominate Chief Saffell to serve as Chairperson of the User Committee during Fiscal Year 2022-2023. The motion was seconded by Chief Abell and passed by unanimous roll call vote, absent Chief Lang.

MOTION: Chief Abell moved to nominate Chief Ishii to serve as Vice-Chairperson of the User Committee during Fiscal Year 2022-2023. The motion was seconded by Chief Saffell and passed by unanimous roll call vote, absent Chief Lang.

M. **USER COMMITTEE GENERAL BUSINESS**

1. **AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings**

MOTION: Chief Abell moved to make the following findings so that meetings of the User Committee will be subject to the AB 361 special Brown Act requirements for teleconference meetings: 1) the User Committee has reconsidered the circumstances of the COVID-19 state of emergency; and 2) state and local officials continue to recommend measures to promote social distancing. The motion was seconded by Chief Ishii and passed by unanimous roll call vote, absent Chief Lang.

N. **EXECUTIVE DIRECTOR'S REPORT**

During the Executive Director's Report, Executive Director Klun shared information about recruitment efforts for the position of Communications Operator and he advised that a conditional job offer was extended to Cristina Manley for the position of Executive Assistant. Executive Director Klun provided clarification for City Manager Moe on the current number of vacant communications operator positions and agreed to add updated information on the status of vacancies for the communications operator position to future agendas.

O. **BOARD OF DIRECTORS, EXECUTIVE COMMITTEE, AND USER COMMITTEE COMMENTS**

None.

P. **EXECUTIVE COMMITTEE CLOSED SESSION AGENDA**

At 2:48 PM, the Executive Committee entered into a closed session to consider the following items as listed below:

1. CONFERENCE WITH LABOR NEGOTIATOR
Pursuant to Government Code Section 54957.6
Agency Designated Representative: Executive Director and Liebert, Cassidy, Whitmore

2. Employee Organization: Management and Confidential Employees
PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code section 54957(b)(1)
Title: Executive Director

At 3:12 PM, the Executive Committee meeting returned to open session, with no reportable action taken in closed session.

Q. **ADJOURNMENT**

The meeting was adjourned at 3:13 PM.