



Board of Directors Meeting

AGENDA

January 15, 2020

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, Izzy Murguia
- ___ Vice President, Kristen Nelson
- ___ Director of Communications/Secretary, Tanya Spiegel
- ___ Director of Finance/Treasurer, Dominique Samario
- ___ Director of Programming, Paolo Kespradit
- ___ Director of Membership Services, Ryan Hallett Hinton
- ___ Immediate Past President, Nicholas Gonzalez
- ___ Region 1 Co-Chairs, Norma Cervantes
- ___ Region 2 Co-Chairs, Ryan Kintz, Katrina Maksimuk, Jonathan Royas & Joana Smith
- ___ Region 3 Co-Chairs, Ruben Franz, PJ Gagajena & Adam McWey
- ___ Region 4 Co-Chairs, Nicole Cuadras, Justine Garcia, Matt Hickey, Imelda Huerta, Tara Magner & Lilyan Villarreal
- ___ Region 5 Co-Chairs, Julio Donayre, Greg Kwolek, Scarlett Santos Leon, Alfa Lopez, Laena Shakarian & Jackie Wong
- ___ Region 6 Co-Chairs, Arcia Hester, Ani Keshishian & Dia Turner
- ___ Region 7 Co-Chairs, Joseph Cisneros, Hayley Gilbert, Kirsten Graham, Nicole Houston & Michael Johnston
- ___ Region 8 Co-Chairs, Stephanie Boyce, Sylvia Solis Daniels & Monica Martinez
- ___ League of California Cities Representative, Meghan McKelvey
- ___ ICMA Representatives, Pat Martel & Tony Winney
- ___ Institute for Local Government Representative, Melissa Kuehne
- ___ MMANC Representative, Jessica Deakyne
- ___ 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
December 18, 2019

1. CALL TO ORDER

2. ROLL CALL

- ✓ President, Izzy Murguia
- ✓ Vice President, Kristen Nelson
- ✓ Director of Communications/Secretary, Tanya Spiegel
- ✓ Director of Finance/Treasurer, Dominique Samario
- ✓ Director of Programming, Paolo Kespradit
- ✓ Director of Membership Services, Ryan Hallett Hinton
- ✓ Region 2 Co-Chair, Jonathan Royas
- ✓ Region 4 Co-Chair, Justine Garcia
- ✓ Region 5 Co-Chair, Laena Shakarian
- ✓ Region 6 Co-Chair, Dia Turner
- ✓ Region 8 Co-Chair, Stephanie Boyce
- ✓ ICMA Representative, Pat Martel
- ✓ Executive Director, Kevin Kilkenny

Absent:

Immediate Past President, Nicholas Gonzalez
Region 1 Co-Chair
Region 3 Co-Chairs
Region 7 Co-Chairs
League of California Cities Representative, Meghan McKelvey
Institute for Local Government Representative, Melissa Kuehne
MMANC Representative, Carla Hansen

3. APPROVAL OF MINUTES

- ❖ President Murguia presented the minutes from the Board of Directors Meeting on Wednesday, December 18. Motioned by Region 8 Co-Chair Boyce, seconded by Director of Programming Kespradit. The Board of Directors unanimously approved the minutes.

4. PRESIDENT'S REPORT

- ❖ President Murguia welcomed everyone to the 2019/2020 Board of Directors Meeting.
- ❖ President Murguia thanked Immediate Past President Gonzalez for redesigning the 2020 Corporate Partnership Brochure.
- ❖ President Murguia and Director of Finance Samario had a call with Women Leading Government's President Sarona Vivanco to discuss the 2020 Women's Leadership Summit as well as a potential Affiliate Agreement with Women Leading Government.

- ❖ President Murguia provided an information on the Goal Setting Workshop, scheduled for Saturday, February 8.
- ❖ President Murguia encouraged each Region Board Member to make the effort to attend as many Signature Events as they can in addition to the Goal Setting Workshop and Mid-Year Meeting.
- ❖ President Murguia reminded Region Board Members to submit their event flyers in a timely matter.
- ❖ President Murguia reminded Region Board Members that at least one member of each Region Board needs to be on the monthly Board of Directors calls.

5. VICE PRESIDENT'S REPORT

- ❖ Vice President Nelson expressed her excitement for the new year.
- ❖ Vice President Nelson thanked Director of Finance Samario for her role in the development and progress of the Veteran Membership.
- ❖ Vice President Nelson provided a brief overview of the Signature Events and the CGL Program. She informed everyone that if they are interested in serving on the Annual Conference Committee, to contact her.

6. DIRECTOR OF COMMUNICATIONS/SECRETARY'S REPORT

- ❖ Director of Communications/Secretary Spiegel informed everyone that if they are submitting any information and flyers for *What's Happening Wednesday*, that it needs to be done in a timely matter. She reminded Region Board Members that any event or program that they are having needs to be on the MMASC online calendar in order to be included in *What's Happening Wednesday*.

7. DIRECTOR OF FINANCE/TREASURER'S REPORT

- ❖ Director of Finance/Treasurer Samario provided a recap of her transition from Director of Membership to Director of Finance/Treasurer and would like to make things seamless for each of the Regions. She is interested in hearing any ideas or suggestions from Region Board Members to make the process of holding events easier.
- ❖ Director of Finance/Treasurer Samario informed the Board of Directors that she is working on the 2020 Budget and will have one for review and approval at the next meeting.

8. DIRECTOR OF PROGRAMMING'S REPORT

- ❖ Director of Programming Kespradit provided an information on the Goal Setting Meeting, that will be on Saturday, February 8.
- ❖ Director of Programming Kespradit will be working on scheduling a few webinars for the New Board Members, as well as those that would like a refresher, for website, Basecamp and overall Region Board Expectations. More information will be sent out when dates are finalized.
- ❖ Director of Programming Kespradit will be chairing the 2020 Winter Forum with Immediate Past President Gonzalez. It will be held the first week of March and more information will be released soon.

9. DIRECTOR OF MEMBERSHIP SERVICES' REPORT

- ❖ Director of Membership Hallett Hinton provided an update on the monthly membership reporting.
- ❖ Director of Membership Hallett Hinton asked the Region Board Members to let him know if there is something specific or anything additional that they would like to see in regard to the reporting.

10. IMMEDIATE PAST PRESIDENT'S REPORT

- ❖ President Murguia presented Immediate Past President Gonzalez's report on his behalf.

- ❖ Immediate Past President Gonzalez is working with President Murguia and Vice President Nelson on securing Corporate Partnerships for 2020.
- ❖ Immediate Past President Gonzalez will be co-chairing the 2020 Winter Forum with Director of Programming Kespradit.
- ❖ Immediate Past President Gonzalez represented MMASC at the 2020 ICMA Annual Conference Planning Committee in Toronto. More information will be shared as the sessions and conference develops further.

11. REGION CHAIR REPORTS

A. CENTRAL COAST (REGION 1)

- ❖ President Murguia presented Co-Chair Cervantes' report on her behalf.
- ❖ Region 1 will be hosting the Central Coast Luncheon with City Managers & Speed Coaching on Thursday, January 30.
- ❖ Region 1 is working on the planning of the 2020 Central Coast Women's Event. More information to come soon.
- ❖ Region 1 is working with UCSB in arranging a tour they title TechTopia which will tour all of the changes and all they have to offer to the region.

B. CHANNEL ISLANDS (REGION 2)

- ❖ Region 2 Co-Chair Royas provided an update on their upcoming Region Event: City Manager's Luncheon, being held on Thursday, December 19.

C. DESERT (REGION 3)

- ❖ President Murguia presented Region 3's report on their behalf.
- ❖ Region 3 welcomed a new Regional Board Member, Ruben Franz.
- ❖ Region 3 hosted their Regional Event: Shots in the Night Mixer on Friday, December 6. Due to the weather conditions, the golf activities were cancelled; however, everyone enjoyed refreshments and networking at the Vue Restaurant.
- ❖ Region 3 will be hosting their next Regional Event: Polo Games Mixer on Saturday, January 26 at the Empire Polo Club. They are working on securing sponsors.

D. INLAND EMPIRE (REGION 4)

- ❖ Region 4 Co-Chair Garcia recapped the success of the Regional Events that were held during 2019 and are in the planning stages for the 2020 Regional Events.
- ❖ Region 4 welcomed a new Regional Board Member, Tara Magner.

E. NORTH LOS ANGELES COUNTY (REGION 5)

- ❖ Region 5 Co-Chair Shakarian gave an update on their upcoming Regional Event: Lessons Learned in Leadership, being held on Wednesday, December 18.
- ❖ Region 5 Co-Chairs will be meeting to discuss their Regional Events for 2020.

F. SOUTH LOS ANGELES COUNTY (REGION 6)

- ❖ Region 6 Co-Chair Turner provided an update on their upcoming Regional Events for 2020, including the Lunch & Learns in partnership with the Culver City Management Group as well as the Region 6 Signature Event that is in collaboration with the Gateway City Manager's.

G. ORANGE COUNTY (REGION 7)

- ❖ None.

H. SAN DIEGO COUNTY (REGION 8)

- ❖ Region 8 Co-Chair Boyce provided a recap of their recent Regional Event: Holiday Mixer that was held on Thursday, December 12.
- ❖ Region 8 Co-Chair Boyce mentioned that the Region 8 Co-Chairs will be meeting on Tuesday, January 7 to start the planning of the 2020 Regional Events.

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

- ❖ ICMA Representative Martel provided an update on the upcoming League of California Cities' City Managers' Department Conference, scheduled for February 5-7 in Napa, CA. In conjunction with the Annual Meeting, Cal-ICMA will be having a Board Meeting Luncheon on Thursday, February 6. The Cal-ICMA Board Members will be changing at that time with Tony Winney becoming the Cal-ICMA President.
- ❖ ICMA Representative Martel provided an update on the upcoming vote within ICMA. They are gearing up for a vote on Constitutional Amendments that would change the voting and membership of the ICMA Executive Board. Voting on the changes to the Constitutional Amendments begins on January 10 and closes on February 10.
- ❖ ICMA Representative Martel provided an update of the 2020 ICMA Annual Conference Planning Committee. The 2020 ICMA Annual Conference will be held September 22-25 in Toronto, Canada.

13. EXECUTIVE DIRECTOR'S REPORT

- ❖ Executive Director Kilkenny reminded that the MMASC office (ARC offices) will be closed from Tuesday, December 24 through Wednesday, January 1. Offices will reopen on Thursday, January 2. He also mentioned that he will be in the office on Thursday, December 26 and Monday, December 30 if anyone needs anything during that time.

14. UNFINISHED BUSINESS

- ❖ None.

15. NEW BUSINESS

- ❖ None.

16. ANNOUNCEMENTS / GOOD OF THE ORDER

- ❖ None.

17. ADJOURNMENT

- ❖ President Murguia adjourned the Board of Directors Meeting at 9:58 AM.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

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

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Signature Events: As leaders of the Association, it's my expectation is that each Board Member will make an effort to attend each Signature Event and is also in attendance for their respective regional events. As always, please continue to network with our members, especially those first attendees and our Corporate Partners.

Agenda Reports: Please ensure that each of you make a conscious effort to submit your Agenda Reports to the Director of Communications/Secretary by the due date. These reports are a primary method of communication to provide information on events occurring in the Regions and provides accountability and transparency to our members and Corporate Partners.

2020 Executive Board Retreat: The 2020 Executive Board Retreat is scheduled for Saturday, January 18, 2020 in Lake Elsinore. During this special meeting, the Executive Board will be discussing goals and workplans for 2020, as well as preparing for our Board Workshop scheduled for February 8.

CGL/Mentorship: Vice President Nelson and I have been discussing a CGL schedule for 2020-2021. We are close to developing a schedule and a plan to market the "path to certification" for those interested in CGL. Regarding the Mentorship Program, Mentorship Chair Justine Garcia is reviewing prior year's programs and will get started in launching the program for 2020 soon.

Corporate Partners: Invoices for 2019 Corporate Partners were sent out for them to renew in 2020. I want to thank Immediate Past President Nicholas Gonzalez for completing this task. As we know, Corporate Partners are vital to the organization and are a key element to our programming and financial success. It's my goal to add 2-3 new Corporate Partners for 2020; if you know of any potential Partners that would be interested in MMASC, please let me know or refer them to president@mmasc.org. Below is a list of Corporate Partners that have confirmed their commitment for 2020:

PLATINUM

- California JPIA
- Keenan
- Tripepi Smith

GOLD

- Management Partners
- Stifel

SILVER

- Best Best & Krieger

BRONZE

- California Consulting
- CPS HR Consulting
- HdL Companies
- ICMA-RC
- NBS
- Southern California Edison
- University of La Verne

Of our 19 total 2019 Corporate Partners, 12 have provided commitments to renew in 2020. Over the next couple of weeks, I will be following up with the remaining 7 to secure their renewals.

2021 Annual Conference: Negotiations with The Westin Mission Hills Golf Resort & Spa have been completed. The Hotel agreed to our suggested changes and the contract was executed on December 27, 2019. The contract has been uploaded on Basecamp, and the initial deposit of \$5,000 was mailed. I want to thank Vice President Nelson, Membership Director Hallett Hinton, and Programming Director Kespradit for their assistance in the site selection and contract review and negotiations.

MMANCVJoint Efforts: I am working with MMANC President Jessica Deakyne to send a joint survey to all City Managers in the state asking what type of courses/sessions they would like SC/NC to offer and what issue/topic is the most important to local governments in the state. The survey is expected to be sent at the end of January 2020.

Travel: I will be attending the League of California Cities City Manager's Department Meeting in Napa on February 5-7, 2020, representing MMASC.

Contact: To balance my roles with the City and MMASC, I'm responding to MMASC emails primarily in the mornings and evenings. If there is an immediate concern during the day, please send me a text message or email me at work and I will respond immediately.

Happy New Year to all!! Let's make 2020 a year to remember!!

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: MMASC Board of Directors
From: Kristen Nelson, Vice President
Subject: VICE PRESIDENT'S REPORT

RECOMMENDATION

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

BACKGROUND AND DISCUSSION

CA Contract Cities. Last week, I attended the CA Contract Cities Legislative Tour in Sacramento. I had the pleasure of meeting current Vice President/future President Mark Waronek (Mayor Pro Tem with the City of Lomita) who is interested in learning about ways they can be more involved with MMASC. This could present a complement to the relationship we already have with the League.

Additionally, as you may know, the primary topic of conversation was SB50; cities focused discussion on the need for flexibility and room for creativity in meeting their RENA numbers, stressing the many issues with a one-size-fits-all approach. Housing and homelessness will continue to be topics of interest not only for the legislature but for our members as well.

CGL Program. President Murguia and I are putting the final touches on revisions to the way we offer CGL courses. The intent is to offer new and existing applicants a guaranteed two-year program completion if they attend each Signature Event beginning with Winter Forum 2020 and ending with Annual Conference 2021. Once finalized, we will promote the new program over our usual channels and will ideally see several new applicants along the way.

Corporate Partnerships. President Murguia, Immediate Past President Gonzalez and I are continuing to work through Corporate Partnership renewals and are always looking to bring on new Partners who compliment MMASC and the needs of our membership. If you have suggestions on potential new Partnerships, please let us know.

Upcoming Meetings/Travel:

- Sunday, January 26 – Region 3’s Annual Polo Mixer in Indio
- February 4-7 – League CM Conference in Napa
- Saturday, February 8 – MMASC Board of Directors Strategic Planning

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Tanya Spiegel, Director of Communications/Secretary

Subject: DIRECTOR OF COMMUNICATIONS/SECRETARY UPDATES

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

Monthly Board Reports: This is a friendly reminder that all Board Reports are due by the date and time given in the reminder email that I send out.

What's Happening Wednesday Newsletter: Please remember to send any upcoming Region Event submissions to me to be included in future *What's Happening Wednesday* newsletters in a timely matter. Please ensure that the event is posted onto the MMASC online calendar at the time of submittal.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Dominique Samario, MMASC Director of Finance/Treasurer

Subject: JANUARY DIRECTOR OF FINANCE/TREASURER'S REPORT

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

As of January 9, 2020 MMASC checking account balance is \$74,187. There are an additional \$22,263.96 in outstanding checks, making our actual balance just more than \$50,000. In addition, there is \$70,279 in our savings account. The checking account balance includes the final payment made for the 2019 Annual Conference and also the third deposit for this year's 2020 Annual Conference (\$16,748.75) and the first deposit to the Westin Mission Hills Golf Resort and Spa (\$5,000) for the 2021 Annual Conference.

I have received many after-event reports and appreciate region board members submitting them so promptly and thoroughly. As a reminder, if region boards can include the name and address of the person to receive the reimbursement and any related receipts that will streamline the process.

A proposed 2020 budget will be presented during the Executive Board Meeting for review by the Executive Board.



2020 PROPOSED BUDGET

REVENUE	Amount
Membership Dues	\$ 60,000
Annual Sponsors	\$ 50,000
Annual Conference	\$ 100,000
Winter Forum	\$ 10,000
Summer Session	\$ 11,000
Women's Leadership Summit	\$ 19,000
Regional Events	\$ 14,000
TOTAL REVENUE	\$ 264,000
EXPENDITURES	Amount
<u>Administration</u>	
ARC Contract	\$ 29,500
Travel (President, ARC, etc)	\$ 6,600
Bank, Legal, and Insurance Fees	\$ 4,500
Dues and Subscriptions	\$ 7,300
Office Supplies, Postage, and Copies	\$ 1,000
Tax Filing	\$ 745
<u>Events/Programs</u>	
Annual Conference	\$ 125,000
*2021 Annual Conference Deposits	\$ 20,000
Winter Forum	\$ 9,000
Summer Session	\$ 9,000
Women's Leadership Summit	\$ 15,000
Regional Events	\$ 14,000
Scholarship	\$ 3,100
Meetings	\$ 1,500
<u>Contract Services</u>	
Graphic Artist	\$ 1,100
Printing	\$ 1,100
Sponsorship	\$ 2,000
Website	\$ 4,000
TOTAL EXPENDITURES	\$ 254,445
TRANSFERS	\$ (5,000)
SUMMARY	
Revenue	\$ 264,000
Expenditures	\$ (254,445)
Transfer to Savings (End of 2020)	\$ (5,000)
Difference	\$ 4,555

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Paolo Kespradit, Director of Programming

Subject: DIRECTOR OF PROGRAMMING – JANUARY REPORT

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

Board Member Orientation

This year, the Executive Board will provide virtual trainings for new and present Board Members. These webinar-type meetings will provide an easy and central place to train Board Members. The webinar will be recorded for future use and placed on Basecamp. The Executive Board is currently looking into the existing conference call system, Uber Conference, to verify its capabilities. In addition, a “how-to” guide will be created as an additional resource for all Board Members.

Winter Forum Update

Save the date, Winter Forum will be held on Thursday, March 5, 2019 at the Torrance Cultural Arts Center. Pricing for this year’s Winter Forum will be:

Early Bird Rates (January 15 – February 12)

- Member: \$105
- Nonmember: \$120
- Student: \$75

Regular Rates (February 13 – March 5)

- Member: \$115
- Nonmember: \$130
- Student: \$85

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2019

To: Board of Directors

From: Ryan Hallett Hinton, Director of Membership Services

Subject: DIRECTOR OF MEMBERSHIP SERVICES REPORT

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

As of January 10, 2020, we had a total of 865 members. In December 2019, we added 8 new members and 7 members did not renew.

I'm in the process of finalizing email templates for new and lapsed members to be shared with all region boards. I have found that when members receive an email from an actual person, whether it be an invitation for a regional/signature event or just a small welcome email, our members really appreciate the extra effort.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Nicholas Gonzalez, Immediate Past President

Subject: IMMEDIATE PAST PRESIDENT REPORT

RECOMMENDATION

Receive and file

BACKGROUND AND DISCUSSION

Winter Forum: I am currently working with Director of Programming Kespradit on the planning and coordination of the 2020 Winter Forum. We have secured the Torrance Cultural Arts Center for Thursday, March 5, 2020. Working with the City of Torrance staff, they have agreed to waive the facility rental in exchange to sending a few of their management team members to the Winter Forum. I am waiting for a final number of how many members they would like to see attend and will bring that back to the Executive Board for approval.

League of California Cities Policy Committees: The following MMASC Members have been appointed to the 2020 Policy Committees:

Policy Committee	Name	City
Community Services	Katie Distelrath	City of Rancho Cucamonga
Environmental Quality		
Governance, Transparency & Labor	Paolo Kespradit	City of West Hollywood
Housing, Community & Economic Development	Alonso Ramirez	City of Ontario

Public Safety	Peter Castro	City of Indian Wells
Revenue & Taxation	Ryan Hallett-Hinton	City of La Palma
Transportation, Community & Public Works	Bryce Wilson	City of Murrieta

The meetings have been schedules for January 23 & 24, April 2 & 3, and June 4 & 5.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: 01/15/2020

To: Board of Directors

From: Norma Cervantes

Subject: REGION 1 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

EVENTS

Central Coast Luncheon w/City Managers & Speed Coaching

The annual City Manager's Luncheon is scheduled for January 30th at the Ventana Grill in Pismo Beach.

Central Coast Women's Event

A subcommittee for the planning of the 2020 women's event is formed. We are all diligently working out the details and the date has been set for March 25th in Santa Maria. We will be working on the flyer and will send out as soon as we are able.

UCSB Innovation & Entrepreneurship

The tour of UCSB Innovation & Entrepreneurship is tentatively scheduled for April 9th in the late afternoon, which will also include networking after. More details to follow.

With the help of other region members and past and present Board members, 2020 has hit the ground running for events in our region.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Katrina Maksimuk, MMASC Region 2 Board Member

Subject: REGION 2 UPDATES

RECOMMENDATION

Receive Channel Islands, Region 2, updates on events at the end of 2019 and plans for 2020.

BACKGROUND AND DISCUSSION

On Thursday December 19, 2019 the Channel Island Chapter of MMASC hosted the annual City Managers Luncheon. The Luncheon is planned during the monthly regional City Managers meeting to ensure high attendance of local regional leadership. The event topic, "Creating Resilient Cities: Preparation, Response and Recovery" was highly pertinent as the Channel Islands region has experienced four major fires and the Borderline mass shooting all within the last two years. The event brought a new perspective to emergency management from a panel of two City Managers (Thousand Oaks and Santa Paula) and a Local Nonprofit Emergency Response Start up. The audience, approximately 50 in number included nearly all the City Managers/Assistant City Managers from MMASC's Channel Islands Region, Management Analyst level City employees, County Executives & County employees, Emergency Management Professionals and nonprofit executives.

Channel Islands region plans for 2020 include: a dress for success event, "giving back" event, mixers and the annual City Managers Luncheon. Katrina Maksimuk will be on maternity leave from February to July 2020.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Adam McWey, Region 3
P.J. Gagajena, Region 3
Ruben Franz, Region 3

Subject: REGION 3 (DESERT) – JANUARY 2020 UPDATE

RECOMMENDATION

Receive and File.

BACKGROUND AND DISCUSSION

Polo Games Mixer (1/26/2020)

The Polo Games Mixer event is scheduled on Sunday, January 26, 2020. The event received a \$500 sponsorship this week from Burrtec. We will be sending out reminders leading up to event to encourage membership to attend. The cost is \$35 for members and \$40 for non-members. Admission includes food, one drink ticket, and VIP seating.

Events Calendar

No other events are currently scheduled.

Met with City of Rancho Mirage Director of Marketing, Gabe Coddling, to discuss potential events and a Lunch n' Learn for Rancho Mirage city staff to encourage participation in MMASC.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Region 4

Subject: REGION 4 UPDATE

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Happy New Year!

Region 4 is excited and ready to kick-off 2020 with our first networking event of the year. On January 31st we are inviting Region 4 members to join us for a Super Bowl themed event at Rock & Brews in Corona.

Some other events we are planning for the year include a tour of the Ontario Airport, wine mixer in Temecula (signature event, April 2020) and possibly an EOC tour.

One of our board members Justine Garcia mapped the location of Region 4's members to help us find various areas to hold events. If you'd like you can take a look at the map by clicking this link <https://arcg.is/1DP9eH> [arcg.is]

Thank You!

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Laena Shakarian, MMASC Region 5 Board Member

Subject: MMASC REGION 5 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

The Region 5 Board met on January 9, 2020 to discuss all of the activities for the upcoming year.

Annual City Manager's Luncheon

The Board tentatively set the date for the Annual City Manager's Luncheon for Wednesday, April 15, 2020 and will check with the SGVCMA prior to finalizing any promotional materials. Once the event date has been finalized sometime this week, the Board will secure a venue and start sending out "save the date" flyers. There was discussion about having this event at different cities each year as opposed to having it in the City of Arcadia every year. This provides an opportunity to explore other venues throughout the region.

The Region 5 Board is also planning on having a regional event this summer (June/July), fall (October/November), and winter (early December). Although the event details are forthcoming, there were some great ideas on ways we can partner with City of Hope's Walk for Hope and incorporate outdoor activities into our regional events.

The Region 5 Board is looking forward to a successful year ahead!

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors
From: Dia Turner, Region 6
Subject: BOARD UPDATE

RECOMMENDATION

Receive and File

BACKGROUND AND DISCUSSION

1. Lunch and Learn – Joint event with CCMG will continue in 2020. The quarterly professional development sessions will be scheduled for March, May, September and December. Specific dates will be finalized in the next few weeks.

2. Event Confirmed with Gateway Cities COG leadership for Tuesday, January 14, 2020 will be rescheduled. New date is tentatively Thursday, February 6, 2020. Working on PR materials and securing City Managers for the panel. Tentative participants are:
 - a. Paul Arevalo, West Hollywood
 - b. Ingrid Hardy, Assistant City Manager
 - c. Hannah Shin-Heydorn – brand-new City Manager, Signal Hill
 - d. Jennifer Vazquez – new City Manager in Maywood, formerly South El Monte
 - e. Suja Lowenthal – Hermosa Beach

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: TBD, 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. Working to find a location and partner (possibly Macy's).
5. **Investigating an Emergency Preparedness event** to be held in August or September, in advance of National Preparedness month in September.
 - a. City of Long Beach has a City Manager and we have reached out.
 - 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 as well as changes and updates to Uber and Lyft drop off. Meeting will take place in fall 2020. Receive Channel Islands, Region 2, updates on events at the end of 2019 and plans for 2020.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Kirsten Graham, Region 7 Co-Chair

Subject: REGION 7 UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Region 7 will be hosting its first event of the year the “New Year Mixer” on Thursday, January 26, 2020 at Rock & Brews in Buena Park from 5:30 p.m. to 8:30 p.m. The event is free.

Future events for the year are in the planning phases with more information to follow.

Municipal Management Association of Southern California

BOARD COMMUNICATION

Date: January 15, 2020

To: Board of Directors

From: Region 8 Board

Subject: REGION 8 BOARD UPDATES

RECOMMENDATION

Receive and file.

BACKGROUND AND DISCUSSION

Region 8 is in the process of planning networking and professional development events for the year. The tentative schedule is as follows:

- February 22, San Diego Gulls Hockey Game
- Mid-April, Grant Writing Workshop
- Summer, Joint City Manger's Luncheon
- August 8, 22, or 29, Padres Baseball Game

Ashlee is working on securing pricing and tickets for the hockey game. Stephanie is working with Izzy to arrange the grant writing workshop, which will possible be held in Encinitas. Monica will reach out to the City Managers group, which meets regularly for lunch networking events, to see if we can have a joint luncheon event. Lois and Sylvia will potentially be arranging the Padres event.