



**DOWNTOWN
LONG BEACH
ALLIANCE**

Executive Committee

Members

Loara Cadavona – Chair

Debra Fixen – Chair-Elect

Allison Kripp – Secretary

Sheva Hosseinzadeh -
Treasurer

Alan Pullman – Past Chair

Eric Lopez – City
Representative

Alan Burks

Denise Carter

Sam Pierzina

DLBA Staff

Broc Coward, COO

Jeremy Ancalade, CFO

Kelsey Mader, Executive
Assistant

EXECUTIVE COMMITTEE MEETING AGENDA

Thursday, August 4, 2022

8 AM

This meeting is being held via Zoom teleconferencing, pursuant to Assembly Bill 361.

[Join Meeting](#)

Meeting ID: 825 9009 1845

Passcode: 408765

1. CALL TO ORDER and INTRODUCTIONS – Loara Cadavona, Chair
2. SECRETARY REPORT
ACTION: Approve Minutes from [July 1, 2022, Meeting](#)
3. TREASURER’S REPORT – Jeremy Ancalade, DLBA CFO and Sheva Hosseinzadeh, Treasurer: [Year-to-Date Draft Financials through June 2022](#) 15 Minutes
4. CHAIRPERSON’S REPORT – Cadavona 30 Minutes
 - A. Governance Committee Report – Debra Fixen, Chair-Elect
 - i. [Board Vacancies](#)
 - a. PBID Standard (1)
 - b. Advisory (2)
 - ii. Committee Vacancies
 - a. Public Safety (1)
 - b. Special Events (1)
 - c. Marketing & Communications (1)
 - B. President/CEO Search Update – Debra Fixen, Co-Chair
 - C. Final President/CEO Candidate Negotiations
ACTION: Recommend the Board to approve the current Chair, Chair-Elect, and immediate Past Chair to negotiate additional terms (at-will employment and, if needed, employment terms and benefits such as vacation, sick, medical, and a onetime contingency up to \$12,000) with guidance from a Human Resources Consultant to ensure alignment with industry standard.
 - D. President/CEO Transition & Onboarding
 - i. Organizational/Staff Bonus Structure
5. STAFF REPORT – Broc Coward, COO 45 Minutes
 - A. Assembly Bill 361 (AB 361) Compliance
ACTION: Vote to authorize DLBA Board and its committees to conduct business via teleconferencing in compliance with AB 361
 - B. FY22-23 DRAFT Budget Overview
ACTION: Recommend revised FY2022-23 draft budget to the Board of Directors for its consideration
 - C. PBID Update – Austin Metoyer
 - D. DEIA Update – Mo Mills
 - E. Miscellaneous

6. OLD BUSINESS
7. NEW BUSINESS
8. PUBLIC COMMENTS (three minutes on all non-agenda items)
9. ADJOURNMENT

NEXT SCHEDULED EXECUTIVE COMMITTEE MEETING:

Thursday, September 1, 2022

8 AM

Location: TBD

Mission: Cultivate, preserve and promote a healthy, safe and prosperous Downtown for all.

All meetings held by the Downtown Long Beach Alliance shall be conducted in compliance with the Brown Act, California Government Code Section 54950 et seq., and its requirement that public commissions, boards, councils, and public agencies conduct business openly, and in compliance with AB 361. E-Mail correspondence regarding agenda items can be directed to info@dlba.org. Agenda items may also be reviewed as posted in public view at the DLBA offices or at City Hall. If special accommodation is desired pursuant to the Americans with Disabilities Act, please make your request by phone to (562) 436-4259, by noon the day prior to the meeting.