



**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

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EXECUTIVE COMMITTEE MEETING AGENDA
Thursday, January 6, 2022
8 AM

This meeting is being held via Zoom teleconferencing, pursuant to Assembly Bill 361.
[Join Meeting](#)
Meeting ID: 895 3029 4537
Passcode: 523359

Voting Present: Debra Fixen, Allison Kripp, Alan Pullman, Eric Lopez, Alan Burks, Denise Carter, Sam Pierzina

Voting Absent: Loara Cadavona, Sheva Hosseinzadeh

DLBA Staff: Broc Coward, Jeremy Ancalade, Kelsey Mader, Morris Mills, Austin Metoyer, Justine Nevarez, Michael Berman

Guests: Griselda Suarez, Pat Welch

1. CALL TO ORDER and INTRODUCTIONS – Debra Fixen, Chair-Elect
[Meeting presentation](#). Called to order at 8:07 AM.
2. SECRETARY REPORT
ACTION: Approve Minutes from [December 2, 2021](#), Meeting MOTION: 1st: Pullman; 2nd: Carter.
VOTE: None opposed. Lopez abstained. Motion passes.
3. TREASURER’S REPORT – Jeremy Ancalade, DLBA CFO and Sheva Hosseinzadeh, Treasurer: [Year-to-Date Draft Financials through Nov 2021](#)
 - Ancalade presented on slides 5-13. Overall revenue and expenses are both over budget.
 - Ancalade broke down each source of revenue, reviewing where the organization is at this fiscal year.
 - While reviewing expenses, there is significant spending under administration which was driven by contractual obligations.
 - Ancalade broke down planned spending for differed revenue, much of which will cover the overspending in administration.
4. CHAIRPERSON’S REPORT – Fixen
 - A. Governance Committee Report
 - i. Board Vacancies
 - Mader reviewed a couple discrepancies regarding Board composition/representation:
 - Currently, Alan Pullman represents DPIA – Pine, though his business technically falls in the DPIA – North Pine neighborhood. Because of this inaccurate representation, Pullman will move to an At-Large seat. This will require Sean Rawson who currently holds an At-Large seat, to move to PBID – Premium representing his company, Waterford, who owns City Place. This still leaves the DPIA – Pine seat vacant which will be filled by Board of Advisor, Monica Garrett, who owns a marketing firm within the required boundaries.
 - The DLBA Bylaws intend to give the City one voting seat, however, this was duplicated.

- o Mader advised that these recommendations come after discussion among the Governance Committee and will require formal action from the Board or Executive Committee at its next meeting.

- a. PBID Standard (1)
- b. PBID Premium (1)
- c. Advisory (1)

B. President/CEO Search Committee Update

- The Committee has been composed. The first meeting is scheduled for January 12. The stage will be set for working with the recruiter and other housekeeping items.
- Regular updates will be provided to the Board as needed.

5. STAFF REPORT – Broc Coward, COO

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

MOTION: 1st: Carter; 2nd: Pierzina

VOTE: None opposed. No abstentions. Motion passes.

B. DEIA Update – Mo Mills

- Mills reminded the group of where the organization is at with this initiative.
- The Equity Statement will guide the organization in the future and will eventually be incorporated into the newly developed Strategic Plan.
- The Committee agreed that the group needs more time to review the document before approving it.
- Some members advocated for requiring full Board approval while other felt the Executive Committee should be responsible for this. Carter and Burks held that too many opinions on this initiative could derail the project. The remainder of the Committee felt that such an important document requires input/support from the entire Board. Ultimately the group decided to have the full Board of Directors vote on this item at a special meeting at the end of January.

ACTION: Distribute the DEIA Equity Statement to the full Board of Directors with comments due by January 21. The Equity Statement will be voted on by the full Board at the January 27 Special Board meeting.

MOTION: 1st: Fixen; 2nd: Pullman

VOTE: Carter and Burks opposed. No abstentions. Motion passes.

C. Miscellaneous

6. OLD BUSINESS

7. NEW BUSINESS

8. PUBLIC COMMENTS (three minutes on all non-agenda items)

9. ADJOURNMENT

Adjourned at 9:07 AM.

NEXT SCHEDULED EXECUTIVE COMMITTEE MEETING:

Thursday, February 3, 2022

8 AM

Location: TBD

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

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.