



**DOWNTOWN  
LONG BEACH  
ALLIANCE**

**Governance  
Committee**

Loara Cadavona – Chair

Jeremy Harris

Sheva Hosseinzadeh

Allison Kripp

Silvano Merlo

Griselda Suarez

**GOVERNANCE COMMITTEE MEETING MINUTES**

**Wednesday, October 28, 2020**

**10 AM**

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**Meeting ID: 869 6906 3573**

**Passcode: 890080**

**Voting Present:** Loara Cadavona, Jeremy Harris, Sheva Hosseinzadeh, Allison Kripp, Silvano Merlo

**Voting Absent:** Griselda Suarez

**DLBA Staff:** Kraig Kojian, Kelsey Mader, Erica Beighley, Austin Metoyer, Sam Mehlinger, David Hughes

CALL TO ORDER and INTRODUCTIONS – Loara Cadavona, Chair  
Called to order at 10:02 AM.

1. APPROVE MINUTES

**ACTION:** Approve Minutes from [September 23, 2020 Meeting](#)

**MOTION:** 1<sup>st</sup>: Kripp; 2<sup>nd</sup>: Hosseinzadeh.

**VOTE:** Harris not present for vote; Cadavona and Merlo abstain; Motion passes.

2. CHAIRPERSON'S REPORT – Cadavona

A. Board and Committee Vacancies

• Board Vacancies:

(a) DPIA East Village (1)

- This vacancy has yet to be filled.

(b) PBID Premium (1)

- Looking to have another representative from Long Beach Transit fill this vacancy; Previously held by Debra Johnson.

• Committee Vacancies

(a) Economic Development

- Metoyer presented Nigel Lifsey to the committee.

**ACTION:** Approve [Nigel Lifsey](#) to serve on the DLBA 2020-21 Economic Development Committee, effective immediately and expiring September 30, 2021.

**MOTION:** 1<sup>st</sup>: Hosseinzadeh; 2<sup>nd</sup>: Merlo.

**VOTE:** All in favor; Harris not present for vote; No abstentions; Motion passes.

**Cadavona and Kojian reported on the following:**

(b) Executive Committee (1)

- The Executive Committee will vote on and approve Sheva Hosseinzadeh for the vacancy on the Executive Committee and Todd Lemmis for the Governance Committee.

(c) Public Safety (2)

- DLBA staff and Committee Chair are interviewing candidates.

(d) Events & Sponsorships (1)

- Kojian mentioned Sheida Walton, a candidate introduced by Sheva Hosseinzadeh.

(e) Placemaking (1)

- Kojian discussed Griselda Suarez possibly stepping down and being replaced by the Arts Council's Manager of Public Space.
- Cadavona and Kojian discussed the DLBA Board participation rate on committees. Kojian shared that participation rate is estimated to be around 95%.

3. PRESIDENT'S REPORT – Kraig Kojian

- Next month's Governance Committee meeting will cover the roles, responsibilities, and schedule of this committee pertaining to filling Board seats that will become available next fiscal year. This process will begin by reaching out to current Board members to gauge their interest in continuing to serve on the Board in a similar capacity, presuming they are still eligible. The process also includes community outreach, interviews, assembling a slate of candidates, approval by the Board of Directors and ratifying by stakeholders. Kojian reminded the Committee that committee/Board members were frozen this year because of COVID-19. A committee calendar will be designed and distributed for next month's meeting.

A. Diversity, Equity, Inclusion and Access (DEIA)

- The Executive Committee will review the Request for Proposal (RFP) for the Strategic Plan and Property Based Improvement District (PBID) Renewal. Austin Metoyer, DLBA Economic Development Manager, and Kojian will make the presentation. Because of the total amount of the proposed contract for services related to this project, the Board or its Executive Committee needs to provide its approval to issue the RFP, select a finalist and engage in a negotiations for a contract to commence in January 2021.
- Kojian explained that the incorporation of DEIA into the Strategic Plan is still undecided, as it may become a standalone process.

4. OLD BUSINESS

5. NEW BUSINESS

- A. Kojian introduced David Hughes, DLBA Finance Manager, to the committee and explained to him the function of the Governance Committee.

6. PUBLIC COMMENT (three minutes on all non-agenda items)

7. ADJOURNMENT

Meeting adjourned at 10:26 AM.

**NEXT GOVERNANCE COMMITTEE MEETING:**

**November meeting TBD due to Thanksgiving**

**10 AM**

**Location:**

**ZOOM**

***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 s, and its requirement that public commissions, boards, councils, and public agencies conduct business openly.

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