



**DOWNTOWN
LONG BEACH
ALLIANCE**

Governance
Committee

Debra Fixen – Chair

Alan Pullman

Allison Kripp

Griselda Suarez

Jeremy Harris

Staff

Broc Coward, COO

Kelsey Mader,
Executive Assistant

GOVERNANCE COMMITTEE MINUTES

Wednesday, January 26, 2022

8:00 AM

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

[Join Zoom Meeting](#)

Meeting ID: 889 3153 0895

Passcode: 839178

Voting Present: Debra Fixen, Alan Pullman, Allison Kripp, Griselda Suarez, Jeremy Harris

Voting Absent: None

DLBA Staff: Broc Coward, Kelsey Mader, Justine Nevarez

1. CALL TO ORDER and INTRODUCTIONS – Debra Fixen, Chair
[Meeting presentation](#). Called to order at 8:06 AM.
2. APPROVE MINUTES
ACTION: Approve Minutes from [January 5, 2022 Special Meeting](#)
MOTION: 1st: Harris; 2nd: Kripp.
VOTE: None opposed. No abstentions. Motion passes.
3. CHAIRPERSON'S REPORT – Fixen
 - A. **Board & Committee Vacancies**
 - Kripp reminded the Committee of a recommendation for filling the Board vacancies. Kripp will direct the candidate to the DLBA website to complete an application.
 - Fixen recalled the recommendation from Pat Welch, DLBA Board Member, asking if this prospect will be moved forward. Mader answered that he will fill out an application and get an interview scheduled for the elections next year.
 - Suarez asked about recommendations she has made previously from Museum of Latin American Art (MOLAA). Coward and Suarez discussed the PBID boundaries, confirming MOLAA falls in the Standard area.
 - i. 2021-22 Board
 - (a) PBID Premium (1)
 - (b) PBID Standard (1)
 - (c) Advisory (1)
 - ii. 2021-22 Programming Committees
 - (a) Public Safety (1)

ACTION: Approve Cheryl Roberts to serve on the DLBA Public Safety Committee, effective immediately and expiring September 30, 2022.

MOTION: 1st: Pullman; 2nd: Suarez.

VOTE: None opposed. No abstentions. Motion passes.

- B. Review [Organizational Calendar](#)
- This is a tool for the Committee to keep upcoming events on their radar.
 - Mader reiterated that this is a standing agenda item. The focus of the Committee should shift to potential Bylaw amendments which will need to be approved in April at the Board of Directors meeting.
 - The Annual Stakeholder Audit kicks off election procedures. Scheduling Board candidate interviews will occur for Governance in March.
 - Mader explained the expectations for outreach to gauge interest in Board members returning to serve another term. A Google Doc will be circulated to the group to help assign this outreach. It will also include potential new members.

C. Review of DLBA [Bylaws](#) & [Election Procedures](#)

i. Impact of Downtown Redistricting

- Coward reminded the group that the entire Downtown is now part of District 1, no longer District 2. This impacts DLBA Bylaws and Board seat representation with Governance will need to address and ultimately present
- Coward and Suarez discussed how this affects the current composition of the Board and potential solutions to fix seat representation.
- Mader reviewed a redlined version of the Bylaws [linked here](#).
- Pullman asked if staff would make recommendations to correct the redistricting on the Board. Coward said yes, recommendations from staff will be provided but also welcomes recommendations from the Committee.
- Pullman suggested creating visuals to help illustrate seat representation.
- Mader and Coward reviewed each point in the Bylaws that staff has identified as needed reviewed.

4. STAFF REPORT – Broc Coward, COO

A. Board Experience - [Survey](#)

- The Governance Committee should be the body that oversees feedback from Board and Committee members, per Coward.
- Coward reviewed the survey linked above used in past years. This can be used as a guideline for developing a new

B. Misc.

5. OLD BUSINESS
 6. NEW BUSINESS
 7. PUBLIC COMMENT (three minutes on all non-agenda items)
 8. ADJOURNMENT
- Meeting adjourned at 8:50 AM.

NEXT GOVERNANCE COMMITTEE MEETING:

Wednesday, February 23, 2022

Location: Zoom

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

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