



The L.A. Grand Hotel Downtown, Olympic Room
333 S. Figueroa Street, Los Angeles, California 90071
December 5, 2019

**MINUTES OF THE MEETING
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)
THURSDAY, NOVEMBER 7, 2019**

THE FOLLOWING MINUTES IS A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC). A VIDEO RECORDING OF THE ACTUAL MEETING IS AVAILABLE AT: <http://scag.iqm2.com/Citizens/>

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its regular meeting at 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017. A quorum was present.

Members Present

Hon. Bill Jahn, President	<i>Big Bear Lake</i>	District 11
Hon. Rex Richardson, 1st Vice President	<i>Long Beach</i>	District 29
Hon. Clint Lorimore, 2nd Vice President	<i>Eastvale</i>	District 4
Hon. Alan Wapner, Imm. Past President		SBCTA
Hon. Peggy Huang, Chair, CEHD		TCA
Hon. Stacy Berry, Vice Chair, CEHD	<i>Cypress</i>	District 18
Hon. David Pollock, Vice Chair, EEC	<i>Moorpark</i>	District 45
Hon. Cheryl Viegas-Walker, Chair, TC	<i>El Centro</i>	District 1
Hon. Jan Harnik, Chair, LCMC		RCTC
Hon. Margaret Clark, Vice Chair, LCMC	<i>Rosemead</i>	District 32
Hon. Frank Navarro, President’s Appt.	<i>Colton</i>	District 6
Hon. L. Dennis Michael, President’s Appt.	<i>Rancho Cucamonga</i>	District 9
Hon. Margaret Finlay, President’s Appt.	<i>Duarte</i>	District 35
Sup. Luis Plancarte, President’s Appt.		Imperial County
Mr. Randall Lewis, Ex-officio	<i>Lewis Group of Companies</i>	Business Representative

Members Not Present

Sup. Linda Parks, Chair, EEC		Ventura County
Hon. Jess Talamantes, Vice Chair, TC	<i>Burbank</i>	District 42
Hon. Brian McDonald	<i>Chemehuevi Indian Tribe</i>	Tribal Govt Reg’l Plng Board

OUR MISSION

To foster innovative regional solutions that improve the lives of Southern Californians through inclusive collaboration, visionary planning, regional advocacy, information sharing, and promoting best practices.

OUR VISION

Southern California’s Catalyst for a Brighter Future

OUR CORE VALUES

Be Open | Lead by Example | Make an Impact | Be Courageous



Staff Present

Kome Ajise, Executive Director
Darin Chidsey, Chief Operating Officer
Debbie Dillon, Chief Strategy Officer
Basil Panas, Chief Financial Officer
Joann Africa, Chief Counsel/Director of Legal Services
Ruben Duran, Board Counsel
Art Yoon, Director of Policy and Public Affairs
Sarah Jepson, Acting Director of Planning
Julie Loats, Chief Information Officer
Tess Rey-Chaput, Office of Regional Council Support

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

The Honorable Bill Jahn called the meeting to order at 9:00 a.m. and asked Regional Councilmember Jan Harnik, RCTC, to lead the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There was no public comment speaker.

REVIEW AND PRIORITIZE AGENDA ITEMS

There was no prioritization of agenda items.

CONSENT CALENDAR

Approval Items

1. Minutes of the Meeting – October 3, 2019
2. SCAG Memberships and Sponsorships

Receive and File

3. State and Federal Legislative Update
 4. Purchase Orders \$5,000 - \$199,999; Contracts \$25,000 - \$199,999 and Amendments \$5,000 - \$74,999
 5. Caltrans Audits' Corrective Action Plans Status Update
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6. CFO Monthly Report

A MOTION was made (Finlay) to approve Consent Calendar Agenda Items 1 – 2; Receive and File Items 3 – 6. Motion was SECONDED (Navarro) and passed by the following votes:

AYE/S: Berry, Clark, Finlay, Harnik, Huang, Jahn, Michael, Navarro, Plancarte, Pollock, Walker and Wapner (12)

NOE/S: None (0)

ABSTAIN: None (0)

CFO MONTHLY REPORT

Basil Panas, Chief Financial Officer, provided an update regarding the audit report performed by external auditors, Eide Bailly, LLP, which is expected to be released with the Comprehensive Annual Financial Report. Mr. Panas also reported that 68% of FY20 membership dues assessment has been collected.

In reference to Agenda Item 5, page 94 of the Caltrans Audits Corrective Action Plans Status Update, Councilmember Cheryl Walker, El Centro, District 1, expressed concerns regarding the responses noted on the vendor survey, such as: difficulties working with SCAG; RFPs are not well-written; length of time of the awarded projects; and remarked that other comments are “surprising.” Councilmember Viegas-Walker, asked that a follow-up on these issues be reported back either to the Audit Committee or the EAC to address the concerns that were expressed on the survey.

Councilmember Margaret Finlay, Duarte, District 35, asked a question as to whether the survey responses were anonymized. Basil Panas, CFO, responded that the survey was made anonymous. Kome Ajise, Executive Director, remarked that staff will report back to the Audit Committee and the EAC regarding process improvements which is a part of the audit review process in the agency.

PRESIDENT’S REPORT

President Jahn reported that after taking into consideration the comments that were raised at the Special Meeting of the CEHD Committee last October 21, 2019, he directed staff to explore the possibility of litigation by SCAG against the California Department of Housing and Community Development (HCD) regarding its final regional housing need determination of 1,341,827 total units for the SCAG region. As part of the exploration, President Jahn stated that he appointed the following Regional Council members to serve as an ad hoc group for a RHNA Litigation Study Team: Michael Carroll; Frank Zerunyan; Rusty Bailey; Megan Beaman Jacinto; Cheryl Walker; and Carmen

Ramirez. Further, President Jahn reported that the Study Team, including SCAG's Board Counsel and Chief Counsel, had a coordinating phone call to discuss several issues and determined that litigation is not the preferred approach at this time. However, President Jahn stated that staff was directed to prepare a letter to HCD outlining SCAG's frustration and concerns with the process and to arrange for SCAG to meet with state representatives to discuss and partner on realistic approaches to housing.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Kome Ajise referenced Agenda Item 5, Caltrans Audits Corrective Action Plans Status Update, and stated that SCAG has prepared a letter in response to Caltrans' October 8, 2019 letter. He noted that SCAG has been making progress and efforts are underway to support continuous improvement for project management and related processes, policies and procedures. Mr. Ajise stated that he will continue to report back, inform and provide an update to the EAC.

Councilmember Cheryl Walker, El Centro, District 1, recommended including, as one of the first items for the General Assembly Host Committee meeting, a review of the new Events/Sponsorship Policy and asked that appointments to the GA Host Committee be made earlier. President Jahn acknowledged the request.

FUTURE AGENDA ITEM/S

None

ANNOUNCEMENT/S

None.

ADJOURNMENT

There being no further business, President Jahn adjourned the meeting at 9:11AM.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

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Executive / Administration Committee Attendance Report

2019-20															Total M Attend To Da
MEMBERS	CITY	Representing	MAY	JUN	JULY	AUG	SEPT	OCT	NOV	DEC [Sp. Mtg]	JAN	FEB	MAR	APR	
Hon. Bill Jahn, Chair	Big Bear Lake	District 11		1		1	1	1	1						5
Hon. Rex Richardson, 1st Vice Chair	Long Beach	District 29		1		1	1	0	1						4
Hon. Clint Lorimore, 2nd Vice Chair	Eastvale	District 4		1		1	1	1	1						5
Hon. Alan Wapner, Imm. Past. Chair		SBCTA		1		1	1	1	1						5
Hon. Peggy Huang, Chair, CEHD		TCA		0		1	0	1	1						3
Hon. Stacy Berry, Vice Chair, CEHD	Cypress	District 18		1		1	1	0	1						4
Supervisor Linda Parks, Chair, EEC		Ventura County		1		0	1	1	0						3
Hon. David Pollock, Vice Chair, EEC	Moorpark	District 45		1		1	1	1	1						5
Hon. Cheryl Viegas-Walker, Chair, TC	El Centro	District 1		1		1	1	1	1						5
Hon. Jess Talamantes, Vice Chair, TC	Burbank	District 42		1		1	1	1	0						4
Hon. Jan Harnik, Chair, LCMC		RCTC						1	1						2
Hon. Margaret Clark, Vice Chair, LCMC	Rosemead	District 32		1		1	1	1	1						5
Hon. L. Michael Dennis, President's Appt.	Rancho Cucamonga	District 9		1		1	0	1	1						4
Hon. Margaret Finlay, President's Appt.	Duarte	District 35		1		1	1	1	1						5
Hon. Frank Navarro, President's Appt.	Colton	District 6		1		0	1	1	1						4
Supervisor Luis Plancarte, President's Appt.		Imperial County		0		1	1	1	1						4
Hon. Brian McDonald	Chemehuevi Indian Tribe	Tribal Government Regional Planning Board		0		1	1	1	0						3
Mr. Randall Lewis, Ex-Officio Member	Lewis Group of Companies	Business Representative		1		1	1	1	1						5

Attachment: EAC Attendance Sheet 2019 (Minutes of the Meeting - November 7, 2019)