



December 1, 2023

TO: Board of Directors
FROM: Christina Estrada, Interim CEO
SUBJECT: Board of Directors Meeting

The December Regular Board of Directors Meeting has been scheduled for **December 12, 2023 @ 12 Noon.**

The following documents are enclosed:

1. December 12, 2023, Board Agenda
2. Regular Board Meeting Minutes of 09/26/2023
3. Financial report will be provided by Price Paige & Company.
4. SB 544 – Bagley Keene Open Meeting Act: teleconferencing -CDFA Letter
5. Proposition 12 Update for the 2024 Fair Season - CDFA Letter

If you have any questions, feel free to call the Office.



1121 S. Chance Avenue, Fresno, California, 93702-3707
559 650-3247 • FAX 559 650-3226 • www.FresnoFair.com


MERRILL AWARD WINNER

City of
FRESNO 



**21st DISTRICT AGRICULTURAL ASSOCIATION
BIG FRESNO FAIR**

1121 S. Chance Avenue, Fresno CA 93702 (559) 650-3247

Email: info@fresnofair.com Website: www.fresnofair.com

BOARD MEETING NOTICE

The Board of Directors of the 21st District Agricultural Association will be holding a regular monthly Fair Board meeting on

TUESDAY, December 12, 2023, at 12 Noon

The Big Fresno Fair – Fresno County Historical Museum, 2nd Floor.

MISSION STATEMENT

“TO PROVIDE QUALITY EXPERIENCES FOR THE COMMUNITY”
-CELEBRATE, EDUCATE AND HAVE FUN-

NOTE

Please be informed that any member of the public has a right and is invited to participate during this public meeting and may address the Board either during the “Public Comments” portion and/or during the discussion of any particular item listed on the agenda.

Items listed on this agenda may be considered in any order at the discretion of the Chair. All items so listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

AMERICANS WITH DISABILITIES ACT

Pursuant to the American with Disabilities Act, individuals who, because of a disability, need special assistance to attend or participate in any 21st District Agricultural Association Board meeting may request assistance at the Fair Office, 1121 S. Chance Ave., or by calling 559-650-3247, during normal business hours of 9:00 a.m. to 4:00 p.m. Monday through Thursday. Requests should be made one (1) week in advance whenever possible.

¹ Persons with disabilities who may require accommodation to attend the meeting are requested to contact the Fair office at (559) 650-3247.

² Questions regarding agenda items should be directed to the Fair office at (559) 650-3247.

³ Public notices required by Government Code – Section 11125(a) is available for viewing at www.fresnofair.com

The agenda for the regular meeting will consist of the following matters:

AGENDA

1. **CALL TO ORDER:**

2. **PLEDGE OF ALLEGIANCE:**

3. **INTRODUCTION OF STAFF AND GUESTS:**

4. **ROLL CALL OF DIRECTORS AND DECLARATION OF QUORUM:**

Terry Gonsalves, President; Gary Cahil Vice President; Frank Flores, Secretary/Treasurer; Linda Mae Balakian Hunsucker, Jerry Pacheco, Annalisa Perea, Chuck Riojas, and Larry Salinas.

5. **PUBLIC COMMENT:**

Public comment is a right granted to the public. It is reserved for items that are not listed on the agenda, but under this Board's jurisdiction. Please be informed that public participation under public comment will be limited to five (5) minutes per speaker and in accordance with state law, the Board will not comment or otherwise consider such public comment item for business until and unless such item has been properly listed on the agenda at a future meeting.

6. **CLOSED SESSION:**

Pursuant to Government Code (GC) section 11126, the Board is authorized to meet in Closed Session for the purpose of considering matters involving:

- a. Personnel Matters: - Govt. Code 11126(a)
- b. Pending Litigation: - Govt. code 11126(e)(2)

7. **MINUTES:** (*Action by the Board*)

a. Approve Board Minutes:

- 1. Regular Board Meeting 9/26/2023

8. **ACKNOWLEDGE CONSENT AGENDA:** (colored pages) Item #19 thru Item #54

9. **PROGRAM REPORT:** (*Informational*)

- a. Kiosk Prepaid Payments & More - Bob Frimet.

10. **STAFF REPORT:** *(Informational)*

- a. Report on Satellite Racing/Breeders Cup
- b. Report on Interim Events
- c. Report on 2023 Big Fresno Fair

11. **COMMITTEE REPORTS:** *(Action by the Board)*

- a. Finance Committee
 - Acknowledge Financial Reports from Price Paige & Company.

12. **OLD BUSINESS:** *(Informational/Action by the Board)*

- a. None

13. **NEW BUSINESS:** *(Action by the Board)*

- a. Approve replacement of swamp coolers on the Grandstand and Agriculture Building.
- b. Review and approve Interim Rentals Rate Increase.
- c. Approve Bank Authorization/Delegation of Authority for 2024.
- d. Approve Workers Compensation Insurance coverage for Board of Directors and Volunteers for the 21st District Agricultural Association, Big Fresno Fair, while performing volunteer work for the 2024 year.
- e. Request Approval to close the Administration Office and Maintenance Department on January 2nd & 12th, February 16th, March 29th, May 24th, July 5th, November 8th, and December 16th-31st 2024.
- f. Discuss and approve Board Meeting Schedule.

14. **CORRESPONDENCE:** *(Informational)*

- a. SB 544 – Bagley Keene Open Meeting Act: teleconferencing (D2023-06)
- b. Proposition 12 Update for the 2024 Fair Season (F2023-06)

15. **MANAGER'S UPDATE:** *(Informational)*

16. **BOARD RECOMMENDATION FOR FUTURE AGENDA ITEMS:**

17. **FOR YOUR INFORMATION:**

Next Board Meeting – January 23, 2024, 12 Noon

18. **ADJOURNMENT:**

Item #19 thru Item #28 **ACKNOWLEDGE THE FOLLOWING SERVICE AGREEMENTS FOR 2023 FAIR: EXPENSE AGREEMENTS**

Item #	19	23-155	09/25/23 to 10/15/23	Arianna Garcia Agrees to act as the Assistant to the Commercial Buildings Manager during the 2023 Big Fresno Fair	\$3,400.00
Item #	20	23-157	10/04/23 to 10/15/23	Pardini's Fair Ventures, L.P. Agrees to provide food and beverage services as requested for the backstage area of the Paul Paul Theater during the 2023 Big Fresno Fair	\$33,000.00
Item #	21	23-158	10/04/23 to 10/15/23	Joseph Rogers Agrees to act as the Paul Paul Theater Manager during the 2023 Big Fresno Fair	\$2,500.00
Item #	22	23-159	10/04/23 to 10/15/23	Ambient Art Photography Agrees to be a Photographer during the 2023 Big Fresno Fair	\$9,000.00
Item #	23	23-160	10/03/23 to 10/15/23	Samantha Beckham Agrees to provide grounds entertainment support during the 2023 Big Fresno Fair	\$3,575.00
Item #	24	23-161	10/04/23 to 10/15/23	Randall Priester Kamotion Marketing Services Agrees to be a Fair Photographer during the 2023 Big Fresno Fair	\$9,000.00
Item #	25	23-162	10/04/23 to 10/15/23	Bao Vang Agrees to monitor, count and balance seller cash drops during the 2023 Big Fresno Fair	\$2,500.00

Item #	26	23-163	08/01/23 to 10/31/23	Don Myers Agrees to assume the responsibilities as Barn Boss for the Livestock Department during the 2023 Big Fresno Fair	\$10,000.00
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Item #	27	23-164	10/08/23 to 10/15/23	Ovidio Martinez Agrees to perform multiple 10-15 minute sets between Horse races for three(3) hours on October 8, 2023 and October 15, 2023 during the 2023 Big Fresno Fair.	\$3,600.00
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Item #	28	23-165	10/04/23 to 10/15/23	Blueshell, Inc. Agrees to provide gaming and eSport entertainment in the POP Culture building during the 2023 Big Fresno Fair	\$33,400.00
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Item #29 thru Item #40 **ACKNOWLEDGE THE FOLLOWING SPONSORSHIP AGREEMENTS FOR 2023 FAIR: REVENUE AGREEMENTS**

Item #	29	23-707-S	10/04/23 to 10/15/23	Bobby Salazar's Mexican Foods Agrees to be a sponsor of Live Horse Racing during the 2023 Big Fresno Fair	\$650.00
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Item #	30	23-708-S	10/04/23 to 10/15/23	TAK Racing Agrees to be a Sponsor of Live Horse Racing during the 2023 Big Fresno Fair	\$450.00
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Item #	31	23-804-S	10/04/23 to 10/15/23	Sante Community Physicians Agrees to be a Sponsor of Senior's Day during the 2023 Big Fresno Fair	\$800.00
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Item #	32	23-826-S	10/04/23 to 10/15/23	SCAN Health Plan Agrees to be a Sponsor of Senior's Day during the 2023 Big Fresno Fair	\$9,000.00
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Agenda
Regular Board Meeting 12/12/23

Item #	33	23-829-S	10/04/23 to 10/15/23	Wellcare Agrees to be a Sponsor of Senior's Day during the 2023 Big Fresno Fair	\$3,500.00
Item #	34	23-831-S	10/04/23 to 10/15/23	Oaktree Hospice Agrees to be a Sponsor of Senior's Day during the 2023 Big Fresno Fair	\$800.00
Item #	35	23-832-S	10/04/23 to 10/15/23	Compassionate Care Home Health Agency Agrees to be a Sponsor of Senior's Day during the 2023 Big Fresno Fair	\$4,000.00
Item #	36	23-921-S	10/04/23 to 10/15/23	O'Reilly Automotive Stores Agrees to be a presenting Sponsor of the Pavillion, Hispanic Concerts and season pass discount ticket outlet during the 2023 Big Fresno Fair	\$38,500.00
Item #	37	23-924-S	10/04/23 to 10/15/23	Valero Agrees to be a supporting Sponsor of Livestock during the 2023 The Big Fresno Fair	\$50,000.00
Item #	38	23-946-S	10/04/23 to 10/15/23	Cumulus Radio Station Group Media Agrees to be a sponsor of the WAR concert during the 2023 Big Fresno Fair	\$55,000.00
Item #	39	23-954-S	10/04/23 to 10/15/23	Michaela Dejager Agrees to be a Turf Party sponsor during the 2023 Big Fresno Fair	\$4,000.00
Item #	40	23-955-S	10/04/23 to 10/15/23	GDV Club Agrees to be a display Sponsor in Commerce during the 2023 Big Fresno Fair.	\$6,500.00

Item #41	thru	Item #45	<u>ACKNOWLEDGE THE FOLLOWING RENTAL AGREEMENTS FOR 2023 FAIR: REVENUE AGREEMENTS</u>		
Item #	41	10/21/23	Lisa Smith	High School Reunion Museum	\$483.00
Item #	42	11/7/23 to 11/14/23	Manuel Rebecchi	Circus Maple Lot	\$4,580.00
Item #	43	11/10/23	Malcom Media	Grape, Nut, Tree Fruit Expo Commerce Bldg, IE Bldg, AG Bldg	\$5,736.00
Item #	44	11/11/23	Sports Car Club of America	Auto Cross Industrial Commerce	\$1,600.00
Item #	45	11/17/23	Fresno Regional Workforce	Graduation with a Trade Show IE Building	\$3,728.00

Item #46	thru	Item #53	<u>ACKNOWLEDGE THE FOLLOWING RENTAL AGREEMENT FOR 2024: REVENUE AGREEMENTS</u>		
Item #	46	1/10/24	Rita Edwards	Growers Meeting Commerce, IE Buildings	\$5,926.50
Item #	47	2/3/24	McLane High School JROTC c/o Aaron Araiza	Formal Ball JR Building	\$2,595.50
Item #	48	3/9/24	Cali Creaming	Car Show AG Building and Grounds	\$6,765.00
Item #	49	3/16/24 to 3/17/24	Thor Phoeung	Ani-Me Con AG, Commerce, IE and Pavillion	\$14,594.50

Item #	50	3/21/24 to 3/24/24	Shoe Ready Events c/o Mike Shea	Robotics Competiton Commerce, AG, Museum	\$25,420.00
Item #	51	3/23/24	Rochelle Cantu	Birthday Party Table Mountain Park	\$1,691.00
Item #	52	4/27/24	Vittoria Ferguson	Quinceanera Table Mountain Park	\$1,262.50
Item #	53	5/19/24	HSE Holdings	Bridal & Wedding Expo AG Building	\$2,441.50

Item #54

**ACKNOWLEDGE THE FOLLOWING TRAVEL EXPENSE
 AGREEMENT FOR 2023**

Christina Estrada	Traveled to Sacramento for the CEO Collaborative Meeting on November 6, 2023. Claiming mileage only.	\$230.56
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On a motion of Director _____, seconded by Director _____ and carried, the Board of Directors authorizes management authority to perform services regarding the Bank Authorization and Delegation of Authority:

Bank Authorization

The following individuals shall be authorized, individually, to deposit and withdraw funds of the 21st District Agricultural Association in an amount of \$10,000 or less or any two of the following individuals may deposit and withdraw funds of the 21st District Agricultural Association in an amount in excess of \$10,000, said funds being held with Central Valley Community Bank, for the Payroll, Operating, Premium, and Jr. Auction Accounts during 2024:

Payroll, Operating, Premiums, and Jr. Auction Accounts

Christina Estrada, Interim Chief Executive Officer
Frank Flores, Secretary/Treasurer

The following individuals shall be authorized to make wire transfer deposits to Central Valley Community Bank and telephone transfer deposits from the Fair's Operating Account of Payroll, Premiums, and Jr. Auction Accounts at Central Valley Community Bank during 2024:

Christina Estrada, Interim Chief Executive Officer
Frank Flores, Secretary/Treasurer

And each of the above listed employees must be bonded in an amount consistent with policy set for same by the Division of Fairs & Expositions.

RESOLUTION
DELEGATION OF AUTHORITY

Authorizes Interim CEO Christina Estrada to execute Standard 213 Agreements up to \$15,000 without further authorization from the Board of Directors. All such executed agreements; however, are to be submitted to the Board of Directors for review at the subsequent meeting. The duration of delegation is authorized for a one-year period of time, 2024.

Authorizes Interim CEO Christina Estrada to execute Rental Agreements up to \$15,000 to use fairground facilities in accordance with the Food & Agriculture Code relating to the use of District and County Fairground Facilities and according to the regulations and policies recommended by the Board of Directors of the 21st District Agricultural Association and the Department of Food and Agriculture and to execute the rental agreements for use of fairground facilities without further authorization from the Board of Directors. All such executed agreements; however, are to be submitted to the Board of Directors for review at the subsequent meeting. The duration of delegation is authorized for a one-year period of time, 2024.

21st DISTRICT AGRICULTURAL ASSOCIATION, BIG FRESNO FAIR
2024 REGULAR BOARD MEETING SCHEDULE

January	Tuesday, January 23, 2024, 12 Noon
February	Tuesday, February 27, 2024, 12 Noon
March	Tuesday, March 26, 2024, 12 Noon
April	Tuesday, April 23, 2024, 12 Noon
May	Tuesday, May 28, 2024, 12 Noon
June	Tuesday, June 25, 2024, 12 Noon
July	No Board Meeting
August	Tuesday, August 27, 2024, 12 Noon
September	Tuesday, September 24, 2024, 12 Noon
October	<i>Fair Time:</i> Every day of the 2024 Fair, including the day before and the day after the Fair, if needed – 12 Noon. Fair Dates: October 2-14, 2024 No Board Meeting
November	Tuesday, November 19, 2024, 12 Noon
December	No Board Meeting

TRAVEL EXPENSE CLAIM

STD. 262 (Rev. 10/2019)

See Instructions and *Privacy Statement On Reverse Side

CLAIMANT'S NAME Christina Estrada			SSN or EMPLOYEE NUMBER*			DEPARTMENT Administration		
POSITION Interim CEO		CB/D No.	DIVISION or BUREAU 21st DAA, Big Fresno Fair				INDEX NUMBER	
RESIDENCE ADDRESS *			HEADQUARTERS ADDRESS 1121 S. Chance Avenue				TELEPHONE NUMBER (559) 650-3247	
CITY [REDACTED]	STATE CA	ZIP CODE [REDACTED]	CITY Fresno		STATE CA	ZIP CODE 93702		

(1) NORMAL WORK HOURS M-F, 800-1630			(2) PRIVATE VEHICLE LICENSE NUMBER			(3) MILEAGE RATE CLAIMED 0.655		
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(4) MONTH/YEAR Nov 2023	(6) LOCATION WHERE EXPENSES WERE INCURRED	(7) LODGING	(8) MEALS			(9) INCIDENTALS	(10) TRANSPORTATION				(11) BUSINESS EXPENSE	(12) TOTAL EXPENSES FOR DAY	
			BREAK-FAST	LUNCH	O.T., L.T. N/C, RELO. OR DINNER		(A) COST OF TRANS.	(B) TYPE USED	(C) CARFARE, TOLLS, PARKING	(D) PRIVATE CAR USE			
(5) DATE	TIME									MILES	AMOUNT		
6	6:30	Fresno/Sacramento/Return	0.00	0.00	0.00	0.00		PC		352.00	230.56		230.56
											0.00		0.00
											0.00		0.00
											0.00		0.00
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											0.00		0.00
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(13) SUBTOTALS			0.00	0.00	0.00	0.00	0.00		0.00	352.00	230.56	0.00	230.56
COLUMN CODE (ACCTG. USE ONLY)													

CLAIM TOTAL **\$230.56**

(14) PURPOSE OF TRIP, REMARKS AND DETAILS (Attach receipts/vouchers when required)

Traveled to California Exposition Fair in Sacramento, CA on November 6, 2023 to attend the CEO Collaborative Exchange Meeting. Lunch was provided; employee claiming mileage.

ALL TRAVEL PERFORMED ON OFFICIAL STATE BUSINESS

AGENCY ACCOUNTING OFFICE USE ONLY
PAID BY REVOLVING FUND CHECK NUMBER

(15) I HEREBY CERTIFY That the above is a true statement of the travel expenses incurred by me in accordance with DPA rules in the service of the State of California. If a privately owned vehicle was used, and if mileage rates exceed the minimum rate, I certify that the cost of operating the vehicle was equal to or greater than the rate claimed, and that I have met the requirements as prescribed by SAM Sections 0750, 0751, 0752, 0753 and 0754 pertaining to vehicle safety and seat belt usage.

CLAIMANT'S SIGNATURE 	DATE 11/30/23	(16) SIGNATURE OF OFFICER APPROVING TRAVEL AND PAYMENT 	DATE
17) SPECIAL EXPENSE AUTHORIZATION - SIGNATURE and TITLE (See Item 17 on reverse)			DATE

MINUTES
21ST DISTRICT AGRICULTURAL ASSOCIATION
BIG FRESNO FAIR
BOARD OF DIRECTORS MEETING
September 26, 2023, AT 12:00 PM

Please be informed that any member of the public has the right and is invited to participate during this public meeting and may address the Board either during the "Public Comments" portion and/or during the discussion of any item listed on the agenda. Public Comment is a right granted to the public. It is reserved for items not listed on the agenda but are under this Board's jurisdiction. Please be informed that public participation under Public Comment will be limited to five (5) minutes per speaker, and in accordance with state law; the Board will not comment or otherwise consider such public comment item for business until and unless such item has been properly listed on the agenda at a future meeting.

Items listed on the agenda may be considered in any order at the discretion of the Chair. All items listed may be considered for action. Any item not listed on the agenda will not be discussed or considered by the Board.

ITEM #1. CALL TO ORDER:

The meeting was called to order at 12:00 p.m. by President Gonsalves.

ITEM #2. PLEDGE OF ALLEGIANCE:

Danielle Griffin opened the meeting by leading the Pledge of Allegiance.

ITEM #3. INTRODUCTION OF STAFF AND GUESTS:

President Gonsalves asked staff to introduced themselves: Christina Estrada Interim CEO, Taylor Collins Events Coordinator, Victor Felan Box Office Manager, Ruben Gastelo Satellite Supervisor, Tammy Warner Administrative Assistant, and Guests: Jerry Hunsucker, Brian Tatarian, David Nalchajian, Daneille Griffin, Louie Brosi.

ITEM #4. ROLL CALL OF DIRECTORS AND DECLARATION OF QUORUM:

Interim CEO Christina Estrada called roll. Those in attendance were President Terry Gonsalves, Gary Chahil, Frank Flores, Linda Mae Balakian Hunsucker, Jerry Pacheco, Annalisa Perea, Chuck Riojas, and Larry Salinas, a quorum was declared.

ITEM #5. PUBLIC COMMENT:

Brian Tatarian stated on behalf of The Friends of the Fair, they would like to do anything possible to help the Big Fresno Fair. He reported that the Lauck's Bakery sign is available, wants to see if it's something that would be a good fit to add to the collection of signs.

ITEM #6. MINUTES: (Action by the Board)

A. Approve Board Minutes:

1. Regular Board Meeting 8/22/2023

MSP (Riojas-Perea) to approve the Board minutes.
The vote was unanimous.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Cahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	x			
Larry Salinas	X			

ITEM #7. ACKNOWLEDGE CONSENT AGENDA (COLORED PAGES) ITEM #18 THRU ITEM #207:

MSP (Pacheco-Riojas) to approve the Consent Agenda.
The vote was unanimous.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Cahil	X			
Frank Flores	X			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

ITEM #8. PROGRAM REPORT: (Informational)

- a. None.

ITEM #9. STAFF REPORT: (Informational)

- a. Report on Satellite Racing/Live Racing:

Satellite Supervisor Ruben Gastelo reported on Satellite wagering moving to the Grandstands Thursday, September 28th. Racing application approved, the backside Rv's are in, betting machines and horses are coming in. Also reported on the meeting with Director of Racing Larry Swartzlander, Director Gonsalves, Director Flores, Interim CEO Christina Estrada and (Ruben), who discussed in more detail the operations of live horse racing.

b. Report on Entertainment/Ticket Sales:

Box Office Manager Victor Felan reported with the marketing and promos coming up ticket sales should increase. David Valdivia cancelled the Jaripeo due to complications with the performers.

c. Report on Special Events:

Event Coordinator Taylor Collins reported on Fair Education, Livin' Local, Beer & Wine Fest, and Band Review – all on schedule and going great.

d. Report on Interim Events/Armory Building:

Satellite Supervisor Ruben Gastelo reported; CCA- inspector signed off on use of the Armory Building. Home Show and Hmong New Year planning is going well.

e. Report on Director's Schedule/Packets

Director's packets were handed out and schedule was reviewed.

f. Report on Opening Ceremonies/Board Photo

Director Gonsalves discussed Board photo location and food.

ITEM #10. COMMITTEE REPORTS: (Action by the Board)

A. Finance Committee:

Director Flores reported that Paychex will be taking over payroll/taxes October 2, 2023 (permanent and temp employees). Sebastian (PP&C) and Bri were trained by Paychex and will upload employee info into Paychex. After Fair will be outsourcing bill pay. Price Page and Co. will work with us to provide accurate financial information from the 2023 fair as well as clean up for 2021 and 2022.

ITEM #11. OLD BUSINESS: (Informational/Action by the Board)

Director Pacheco commented that Terri Collins started “Love your Fair” with local Ag department students to come out and clean up the barn area. Had many schools, they cleaned, painted, and welded broken enclosures. Local news came and did a story on the event. The event was a huge help.

ITEM #12. NEW BUSINESS: (Action by the Board)

- a. Approve moving the November Board meeting to December 12, 2023, at 12pm.

MSP (Riojas - Pacheco) to approve moving the meeting to December 12, 2023, at 12pm. The vote was unanimous.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	x			
Frank Flores	x			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

- b. Approve request for Directors and Staff to attend the WFA Convention in Anaheim, CA, January 3-6, 2024.

MSP (Flores - Salinas) to approve the request for Directors and Staff to attend the WFA Convention, January 3-6, 2024. The vote was unanimous.

Roll Call Vote:

Director	Yes	No	Absent	Abstained
President Gonsalves	X			
Gary Chahil	x			
Frank Flores	x			
Linda Balakian Hunsucker	X			
Jerry Pacheco	X			
Annalisa Perea	X			
Chuck Riojas	X			
Larry Salinas	X			

ITEM #13. CORRESPONDANCE: (Informational)

- a. CDFA Employee Travel to States with Discriminatory Laws (D2023-03)

ITEM #14. MANAGER'S UPDATE: (Informational)

Interim CEO Christina Estrada reported on grounds preparations and staff.

- Grounds preparations are on track for the Fair.
- Concessions Manager Sara Renee is here, and vendors are starting to come in.
- Office and Accounting staff are working hard, all is coming together.

ITEM #15. BOARD RECOMMENDATION FOR FUTURE AGENDA ITEMS:

- Director Flores- Discuss the Fair going cashless and would like to schedule a time that the board can get together for a presentation.

ITEM #16. FOR YOUR INFORMATION:

Next Board Meeting – November 14, 2023, 12 Noon
No Meeting in October

ITEM #17. ADJOURNMENT:

The Board Meeting adjourned at 2:01 PM.

Respectfully Submitted,

Christina Estrada
Interim Chief Executive Officer

Terry Gonsalves, President
Board of Directors



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

October 31, 2023

D2023-06

TO: All District Agricultural Association CEOs
SUBJECT: SB 544 – Bagley Keene Open Meeting Act: teleconferencing.

This letter is to inform you of the passage of [SB 544](#) (Laird) **Bagley-Keene Open Meeting Act: teleconferencing**. This bill was signed into law by Governor Newsom on September 22, 2023, and will go into effect on **January 1, 2024**. SB 544 expands teleconferencing provisions enacted prior to the COVID-19 pandemic.

Below is a summary of the revisions to the Bagley-Keene Open Meeting Act as they apply to District Agricultural Associations. All provisions will be in effect beginning **January 1, 2024**. It should be noted that while state bodies are authorized to hold meetings by teleconference, there is no requirement to offer teleconference options.

Definitions:

- “Teleconference” – a meeting of a state body where members are at different locations connected by electronic means using audio, video, or both.
- “Teleconference location” – physical location open to the public where members of the public may participate in meetings of state bodies.
- “Remote location” – the location where a member of a state body participates, that is different from the teleconference location. Remote locations need not be disclosed to the public.
- “Participate remotely” – participation by a member of the state body in a meeting at a remote location different from a teleconference location.

Public Notice:

- Posted online at least 10 days in advance of the meeting.
- Must be provided to individuals who request notice in writing.
- Must include the date, time, teleconference information (if utilized), and physical/teleconference location of the meeting. The name, address, and telephone number of a contact person for more information must also be included.
- The board must implement procedures for responding to requests for reasonable modification and accommodations consistent with the Americans with Disabilities Act. Information should be listed on each Notice and Agenda.



Agenda:

- Must be posted online ten days in advance as well as at each teleconference location on the day of the meeting.
- Must provide the public with an opportunity to address the state body.
- Brief description of items to be discussed at the meeting, in either open or closed session, with sufficient description to allow the public to determine whether to attend the meeting.
- Closed session items must reference specific statutory authority for the meeting in closed session.

Teleconference Requirements (Not common for DAAs to use):

- The portion of meetings required to be open must be visible and audible to the public at each teleconference location.
- At least one member of the state body, not just staff, must be present at each teleconference location.
- A majority of the members of the state body **must** be present at the same teleconference location. Additional members, more than the majority, may attend and participate from a remote location. For example, with a full nine-member board, 5 members must be present at the teleconference location. The remaining four members may attend and participate from a remote location.
 - A member attending from a remote location may count towards the majority if both of the following conditions are met:
 - Member has a need related to a physical or mental disability as defined in Gov't Code [§12926](#) and [§12926.1](#), and
 - Member notifies the state body as soon as possible of the need to participate remotely.
 - The board must approve the exception and request a general description of the circumstances for each meeting the member participates in remotely. It cannot be a generalized approval for remote participation without an end date. Exceptions must be granted on a meeting-by-meeting basis.
- If the teleconference option fails and cannot be restored, the state body shall end and reschedule the meeting with appropriate notice.

Participating Remotely:

- Members participating remotely must disclose whether any other individuals over 18 are present in the same room and their general relationship with those individuals.
- Members must appear visible on camera during the open portion of the meeting. If unable to appear due to connectivity issues, members must announce the reason.



Voting:

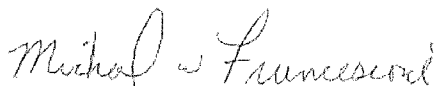
All votes taken during a teleconferenced meeting must be by roll call vote. The state body must publicly report on any action taken and vote or abstention of any member.

Public Participation:

- Public access is required at a physical location. If utilizing the teleconference option, the Board must allow members of the public to participate via teleconference to address the state body.
- Opportunity to address the state body on matters not on the agenda, but within the subject matter jurisdiction of the state body, as well as on all agenda items, must be provided.
- No conditions may be set for attendance at or participation in a public meeting, for example:
 - Sign-in or self-identification is not required. If a registration or attendance list is posted at or near the entrance to the meeting, it must state that it is voluntary, and people may attend and comment without signing in.
 - If utilizing teleconference, persons may use a pseudonym to sign in or register. No requirement to use a verified email address or actual name.
 - Cannot require persons making public comments to sign in or complete comment cards ahead of speaking.
 - Cannot prohibit criticism of state body.
 - May limit time for public comment per speaker per topic, if necessary. The allotted time must be established at the outset of the meeting and remain consistent throughout the meeting. Public comment time cannot be changed during the meeting.
- All meetings must comply with the Americans with Disabilities Act (ADA)

If you have any questions or need additional information, please do not hesitate to contact Mike Francesconi, at (916) 900-5365.

Sincerely,



Mike Francesconi
Branch Chief



CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

November 3, 2023

F2023-06

TO: All Fairs

SUBJECT: Proposition 12 Update for the 2024 Fair Season

As we all begin to prepare for the 2024 Fair Season, please keep in mind that [Proposition 12 \(2018\)](#) went into effect on January 1, 2022. Proposition 12 is the Farm Animal Confinement Initiative that requires that covered animals be housed in confinement systems that comply with specific minimum standards for freedom of movement, cage-free design, and minimum floor space, and identifies covered animals to include veal calves, breeding pigs, and egg-laying hens, as specified. As you might already be aware, the regulations and additional requirements went into effect on September 1, 2022, for certification, registration, accreditation, and inspection to implement the [Health and Safety Code \(HSC\) sections 25990-25994](#).

While self-certification of the farm where the breeding pig is kept was acceptable for the 2023 fair season, only third-party certifications will be permitted beginning with the 2024 fair season for fair pigs to be processed for resale. The CDFA Fairs and Expositions (F&E) Branch strongly recommends that all fairs request that their market hog exhibitors submit a third-party certification to ensure the pork meat from the show pig has access to a "resale" market. All pig breeders, regardless of age and farm size, in California and those outside of California selling market show pigs to California exhibitors, must be in compliance with Proposition 12.

To implement the law after the passing of Proposition 12 and to assist with the new regulations, the CDFA [Animal Care Program](#) (ACP) was formed within the Animal Health and Food Safety Services (AHFSS) Division. The ACP has also created many helpful outreach and educational materials for the various stakeholders which can be found on their website. Please take the time to watch and share the Proposition 12 Fairs and Exhibitions Guidance for 4-H and FFA [video](#) prepared by ACP. The video is extremely informational!

A list of third-party accredited [certifying agents](#) for Proposition 12 compliance can also be found on the ACP website. Currently, the CDFA AHFSS Division is the only governmental entity certifying agent and certifies at no cost to the producer. If a



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producer would like CDFA to certify their farm, they can contact the ACP at AnimalCare@cdfa.ca.gov to inquire about applying for certification. Please share this information with your fair's swine exhibitors as soon as possible to allow them enough time to find a Proposition 12 – compliant project pig for the 2024 fair season.

The F&E Branch appreciates your cooperation as we all transition to a Proposition 12 – compliant future. If you have any questions or concerns regarding Proposition 12 and how it may impact your fair, please contact [Mike Francesconi](#) at (916) 900-5365.

Respectfully,

A handwritten signature in blue ink that reads "Mike Francesconi". The signature is written in a cursive style.

Mike Francesconi
Branch Chief

cc: Elizabeth Cox
CDFA Animal Care Program Manager