

Agenda Item 3.A

MINUTES*
SAN DIEGO CONVENTION CENTER CORPORATION
THE BOARD OF DIRECTORS

BOARD MEETING OF SEPTEMBER 28, 2022
Via Teleconference

BOARD MEMBERS PRESENT: Vice-Chair Carlos Cota, Shawn VanDiver, Jaymie Bradford, and Will Rodriguez-Kennedy
BOARD MEMBER(S) ABSENT: Chair Carol Kim and Directors Jeff Gattas and Elvin Lai
STAFF PRESENT: Rip Rippetoe, Mardeen Mattix, Corey Albright, Andy Mikschl and Pat Evans (Recorder)
ALSO PRESENT: Jennifer Lyon, General Counsel; Kavin Schieferdecker, SDTA Chief Sales Officer

*Audio copies of Board of Director meetings are available upon request. Please contact Pat Evans at (619)525-5131 or pat.evans@visitsandiego.com to request a copy.

1. Call to Order

Vice-Chair Carlos Cota called the Board Meeting to order at 12:00 p.m. in the Executive Boardroom of the San Diego Convention Center Corporation, 111 West Harbor Drive, San Diego, CA 92101.

Vice-Chair Cota then called roll to determine which Directors were present on the teleconference:

Director Kim – Absent
Director Cota – Present
Director Gattas – Absent
Director VanDiver - Absent
Director Bradford – Present
Director Rodriguez-Kennedy – Present
Director Lai – Present

All Directors were recorded as present except Directors Gattas and VanDiver. Director Kim is attempting to participate in the meeting; however, she is experiencing log-on issues. Vice-Chair Cota noted that all votes taken during this meeting would be recorded via roll call vote.

2. **Non-Agenda Public Comment** – Vice-Chair Cota inquired if any member of the public wished to comment on any non-Agenda items. No members of the public responded to the request for comment.
3. **Board Committee Reports and Board Action Items:**

Consent Agenda:

Vice-Chair Cota inquired if any Director would like to pull a Consent Agenda item for discussion. Hearing no request to pull a Consent Agenda item, Vice-Chair Cota then inquired if any member of the public wished to comment on Agenda Items (3.A) or (3.B). No members of the public responded to the request for comment.

- A. **Approval of Minutes of Board Meetings of August 24, 2022, and “Special” Board Meeting of September 23, 2022**
- B. **Approval of Revisions to SDCCC Conflict of Interest Code**

Directors Bradford and Rodriguez-Kennedy moved and seconded, respectively, to approve the Consent Agenda set forth hereinabove.

Director Kim – Absent
Director Cota – Aye
Director Gattas – Absent
Director VanDiver – Absent
Director Bradford – Aye
Director Rodriguez-Kennedy – Aye
Director Lai – Aye

Vote: Unanimous

AYES: 4 NAYS: 0 ABSTENTIONS: 0

Action Item(s):

- C. **Executive Committee (Carol Kim)**

Vice-Chair Cota inquired if any member of the public wished to comment on Agenda Item (3.C.1). No members of the public responded to the request for comment.

(1) Strategic Plan Update – Discussion Item

Mr. Rippetoe directed Directors to the copy of the updated Strategic Plan included in their Board packets and he provided a brief overview of some of new components of the Plan including initiating a “Lunch & Learn” program for staff and “Coffees with the CEO.”

Mr. Milligan, Executive Director of Human Resources, provided an update regarding staffing challenges and initiatives H.R. will be pursuing to help alleviate the staffing shortage.

Mr. Mikschl discussed the sales team’s booking strategy to limit short-term bookings over the next 18 months given the facility’s very full calendar. Mr. Mikschl reported the team will be mindful of allowing for building maintenance opportunities when booking events. The Team will carefully review sales leads and will only book events that meet certain criterion (significant room nights, revenue, F&B, or ancillary services fees) in an attempt to preserve open calendar dates to allow for building maintenance projects. The Team will still book events that enhance community involvement within the facility.

The Communications team is on track with all of the KPIs contained within the “Engage the Community” initiative. Ms. Dougherty discussed the efforts the Center has made to collaborate with its community partners regarding participation in community events.

D. Budget Committee (Jeff Gattas)

Vice-Chair Cota inquired if any member of the public wished to comment on Agenda Item (3.D.1). No members of the public responded to the request for comment.

(1) Authorization to Approve Meeting Room Carpet Installation Costs

Directors Rodriguez-Kennedy and Bradford moved and seconded, respectively, to Approve Meeting Room Carpet Installation Costs of \$229,376 and to award a contract to ProSpectra Contract Flooring for the carpet installation. The amended total project costs, including materials, installation and contingency costs shall not exceed \$971,600.

- Director Kim – Absent**
- Director Cota – Aye**
- Director Gattas – Absent**
- Director VanDiver – Absent**
- Director Bradford – Aye**
- Director Rodriguez-Kennedy – Aye**
- Director Lai – Aye**

Vote: Unanimous

AYES: 4 NAYS: 0 ABSTENTIONS: 0

Vice-Chair Cota inquired if any member of the public wished to comment on Agenda Item (3.D.2). No members of the public responded to the request for comment.

(2) Authorization to Contract for Elevator Door Replacement

Director Kim joined the meeting at 12:20 p.m.

Directors Bradford and Rodriguez-Kennedy moved and seconded, respectively, to Authorize a Contract to KONE to Replace Elevator Doors “N” and “O” with a budget of \$200,000.

- Director Kim – Aye**

Director Cota – Aye
Director Gattas – Absent
Director VanDiver – Absent
Director Bradford – Aye
Director Rodriguez-Kennedy – Aye
Director Lai – Aye

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

Vice-Chair Cota inquired if any member of the public wished to comment on Agenda Item (3.D.3). No members of the public responded to the request for comment.

(3) Authorization to Contract for East Building Fire Door Project

Directors Lai and Bradford moved and seconded, respectively, to Authorize a Contract to Sygnal Systems for the East Building Door Project with a budget of \$211,000.

Director Kim – Aye
Director Cota – Aye
Director Gattas – Absent
Director VanDiver – Absent
Director Bradford – Aye
Director Rodriguez-Kennedy – Aye
Director Lai – Aye

Vote: Unanimous

AYES: 5 NAYS: 0 ABSTENTIONS: 0

E. Sales & Marketing Committee (Carlos Cota): Director Cota reported that both SDCCC and SDTA have implemented revisions to their sales teams’ sales philosophies as memorialized in the recently enacted SDTA Program of Work. The teams will focus on increasing returns on booked events’ ancillary services fees. Director Cota also discussed the emphasis the teams will place on booking more lucrative events while attempting to preserve open spaces on the calendar in order to allow for capital maintenance projects. Mr. Mikschl provided an overview of the sales teams’ Sales Activity Reports. He noted that although international attendance is still lagging, current shows are meeting or exceeding 2019 pre-COVID attendance and room night levels and it appears the FY 2025 may break revenue records.

4. President’s Report (Rip Rippetoe) – Mr. Rippetoe reported:

- Mr. Rippetoe reported on staff efforts to recruit and retain talent.
- There are several large events coming up in the next three months and staff will focus on ensuring we are connecting with our clients.
- Mr. Rippetoe requested that Directors make sure the upcoming Board meetings, Board Retreat and annual Board Dinner are on their calendars.

- North County Transit Authority will present its plans for a new Gaslamp station to the Board's Executive Committee next month. Staff will relay our customer and attendee concerns regarding the station to our Downtown partners.
- Mr. Rippetoe will be on vacation for two weeks commencing October 7, 2022, but he will be accessible for scheduled meetings.

5. **Chair's Report (Carol Kim)**

- The next Board meeting is scheduled for October 26, 2022, at Noon.
- The Board Retreat is scheduled for November 17, 2022, at 8:30 a.m. in Room 23.
- This year's Board Dinner will take place on Thursday November 10, 2022, at 5:30 p.m. Further details will follow.
- An Ad Hoc Nominating Committee has been appointed to consider nominations for 2023 Board Officers. The Committee will consist of Chair Kim, Director Lai, and Director Bradford.

6. **Board Comment [Govt. Code § 54954.2(a) (2)]** – Director Bradford reported that she is Chairing the Downtown Civic Center Revitalization Committee and if Directors have any input, please contact her.

7. **Urgent non-agenda items** (must meet the requirements of Government Code, Section 54954.2): **None**

There being no further business, the meeting adjourned at 12:59 p.m.

I, Jeff Gattas, Secretary of the Board of Directors of the San Diego Convention Center Corporation, Inc., do hereby certify that the foregoing is a true and correct copy of the minutes of the business transacted by the Board of Directors of the San Diego Convention Center Corporation, Inc., at a duly noticed meeting held on September 28, 2022, and that said minutes were approved by the Board of Directors on October 26, 2022.

[Approved at the Board Meeting of October 26, 2022]
 Jeff Gattas, Secretary