



MINUTES OF THE REGULAR MEETING OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS

WEDNESDAY, JULY 20, 2016

ROLL CALL

The Board of Directors (Board) meeting was called to order at 6:05 PM in the San Pablo Economic Development Corporation (SPEDC) Offices at 13830 San Pablo Avenue, Suite D, San Pablo, California. Present were Chair Adam Novickas, Treasurer Elizabeth Pabon, Director Genoveva Calloway, and Director Xavier Abrams. Vice Chair Chao Rothberg had an excused absence. Also present were General Manager Leslay Choy and Program Assistant Inder Grewal. Also with an excused absence was Executive Director Matt Rodriguez.

PUBLIC COMMENTS

There were no speakers.

EXECUTIVE DIRECTOR DIRECTOR/GENERAL MANAGER REMARKS

General Manager Leslay Choy opened the meeting by announcing that the new SPEDC website would soon be launched and an ARISE website would follow. A debrief of the Joint Chamber Business Mixer at La Strada and Local FIRST were also shared. General Manager Choy informed the Board of Program Specialist David Le's resignation from the SPEDC and provided an update on the timing of the strategic planning process.

CONSENT AGENDA

Items on the consent agenda:

1. Minutes of the June 20, 2016 regular meeting
2. SPEDC FY15-16 YTD Financial Statements through May 31, 2016
3. Resolution authorizing renewal of Green & Fair FY16-17 MOU and ratifying budget allocation in the amount of \$4,500

It was moved by Director Calloway, seconded by Treasurer Pabon, and passed by a vote of those present to adopt the items on the Consent Agenda. The motion passed as follows:

AYES: Abrams, Calloway, Novickas, Pabon
NOES: None
ABSTAIN: None
ABSENT: Chao Rothberg

By adoption of the Consent Agenda, all items were approved.

REGULAR AGENDA

Report on Quarterly Membership Review

General Manager Choy introduced the item. For future reports, Chair Novickas requested a highlight key so the Board can immediately identify new members, as well as those moving from membership to sponsorship. It was moved by Chair Novickas and seconded by Director Calloway to receive and file item.

Resolution Authorizing Amendment to the Employee Handbook for Language Pay Differential and Ratifying Budget Expense of \$3,600

General Manager Choy introduced the item as a necessary step to attracting and retaining vital talent, as well the need to have bilingual and bi-literate staff to engage with San Pablo's vast Spanish-speaking population. It was moved by Director Calloway, seconded by Chair Novickas, and passed by a vote of those present to adopt **RESOLUTION SPEDC2016-025**, a resolution authorizing amendment to the employee handbook for language pay differential and ratifying budget expense of \$3,600:

AYES: Abrams, Calloway, Novickas, Pabon
NOES: None
ABSTAIN: None
ABSENT: Chao Rothberg

Resolution Authorizing \$2,500 Sponsorship for the Contra Costa College Foundation's San Pablo Scholars Scholarship Fund

General Manager Choy introduced the item, and Director Calloway added further commentary on utilizing social media to better market scholarships available to Contra Costa College students residing in the City of San Pablo. It was moved by Director Calloway, seconded by Treasurer Pabon, and passed by a vote of those present to adopt **RESOLUTION SPEDC2016-026**, a resolution authorizing \$2,500 Sponsorship for the Contra Costa College Foundation's San Pablo Scholars Scholarship Fund:

AYES: Abrams, Calloway, Novickas, Pabon
NOES: None
ABSTAIN: None
ABSENT: Chao Rothberg

Resolution Authorizing Cancellation of August 17, 2016 Regular Board Meeting

General Manager Choy introduced the item. It was moved by Director Calloway, seconded by Director Abrams, and passed by a vote of those present to adopt **RESOLUTION SPEDC2016-027**, a resolution authorizing the cancellation of August 17, 2016 Regular Board Meeting:

AYES: Abrams, Calloway, Novickas, Pabon
NOES: None
ABSTAIN: None
ABSENT: Chao Rothberg

ADJOURNMENT

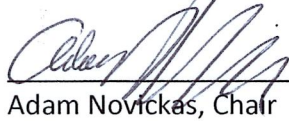
It was moved by Chair Novickas and seconded by Director Calloway to adjourn the meeting at 6:41 PM until the next board meeting scheduled September 21, 2016.

Respectfully submitted,



Handwritten signature of Leslay C. Choy in cursive script, positioned above a horizontal line.

Leslay C. Choy, Board Secretary



Handwritten signature of Adam Novickas in cursive script, positioned above a horizontal line.

Adam Novickas, Chair