

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES
MONDAY, SEPTEMBER 26, 2016**

Dr. Manuel M. Lopez, President

Arlene Fraser, Vice President

Jason T. Hodge, Secretary

Mary Anne Rooney, Commissioner

Jess Herrera, Commissioner

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Manuel Lopez at 5:30 p.m. on Monday, September 26, 2016 at 333 Ponomo Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

Present: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

Absent: None

SPECIAL ORDERS

1. Employee Recognition

The Board of Harbor Commissioners and Ms. Kristin Decas recognized Ms. Dona Lacayo for her outstanding achievement, tireless efforts and dedication in securing the new SeaLand service.

2. Consideration of Resolution No. 1164 - A Resolution of the Board of Harbor Commissioners of the Oxnard Harbor District Amending Its Existing Conflict of Interest Code

Motion to approve Resolution No. 1164, a resolution of the Board of Harbor Commissioners of the Oxnard Harbor District amending its existing Conflict of Interest Code, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows by roll call:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

President Lopez declared the motion carried.

CONSENT AGENDA

- 1. Minutes of the Regular Board Meeting of September 12, 2016**
- 2. Revised Fiscal Year 2016-2017 Calendar of Events**
- 3. 2016 Oxnard Harbor District Standing Board & Committee Calendar**
- 4. Consideration of Ratification and/or Approval of District Disbursements for the period of September 06, 2016 to September 20, 2016**

Motion to approve Consent Items as submitted, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

President Lopez declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Update - Oral

Ms. Kristin Decas gave an update of items of interest to the Board of Harbor Commissioners including SeaLand; grants for the charging station; environmental framework; community outreach; the Ports fall newsletter and activity book and legislative bills. Ms. Decas also congratulated the Board on the success of the 5th Annual Banana Festival.

2. Procurement Schedule

The Board received a copy of the Oxnard Harbor District's Procurement Schedule.

BOARD COMMUNICATION

The Commissioners reported on meetings attended over the past month and upcoming meetings for October 2016. Commissioner Mary Anne Rooney attended the Ventura County Economic Development Agency (VCEDA) meeting where the Port was acknowledged as the longest standing member of VCEDA.

BUSINESS DEVELOPMENT

None

MARKETING AND FOREIGN TRADE ZONE SERVICES

1. Report on Upcoming Activities

The Board received the report on upcoming community events.

2. Press Report

The Board received the report on press pertaining to the District.

CHIEF OPERATIONS OFFICER

1. Chief Operations Officer's Update – Oral

Mr. John Demers updated the Board of Harbor Commissioners on items of interest including the new speaker system, and the completion of the revetment wall.

CHIEF FINANCE & ADMINISTRATIVE OFFICER REPORT

1. Chief Finance & Administrative Officer's Update – Oral

Mr. Andrew Palomares noted that the Districts health care open enrollment has started and any changes to your health plan will need to be received by October 7, 2016.

2. Treasurers Report

Motion to receive the Treasurers report for the month ending July 31, 2016, Commissioner Rooney; Seconded, Commissioner Hodge.

The vote was as follows:

AYES: Commissioners Fraser, Herrera, Hodge, Lopez and Rooney

NOES: None

ABSENT: None

Vice President Fraser declared the motion carried.

BOARD OF HARBOR COMMISSIONERS COMMENTS

None.

COMMITTEE REPORTS

Commissioner Fraser reported out on the Finance Committee's discussion on the proposed Tariff and that outreach to the Ports customers has been positive.

PUBLIC COMMENT

None.

CLOSED SESSION

General Counsel Ruben Duran announced two items would be discussed in Closed Session pursuant to Government Code Section 54957.6 conference with labor negotiators, and personnel evaluation of the CEO and Port Director pursuant to the employee contract and Government Code Section 54957 as listed on the duly-posted agenda.

Following Closed Session, Mr. Duran announced pursuant to Government Code Section 54957.6 conference with labor negotiators, the Board discussed, with no reportable action. Mr. Duran also noted pursuant to the employee contract and Government Code Section 54957 personnel evaluation of the CEO and Port Director, though there was no reportable action, the Board did commend CEO Decas on her exemplary performance and offered its thanks for her continued job well done.

ADJOURNMENT

There being no further business to come before the Board, President Lopez moved to adjourn the meeting. Meeting adjourned at 7:37 p.m.

Respectfully Submitted,

Michelle Kinnun
Executive Aide/Clerk of the Board