

**OXNARD HARBOR DISTRICT
BOARD MEETING
MINUTES
MONDAY, NOVEMBER 9, 2015**

Jess Herrera, President

Dr. Manuel M. Lopez, Vice President
Jason T. Hodge, Commissioner

Arlene Fraser, Secretary
Mary Anne Rooney, Commissioner

The regular Board meeting of the Oxnard Harbor District, Board of Harbor Commissioners was called to order by President Jess Herrera at 5:30 p.m. on Monday, November 9, 2015 at 333 Ponoma Street, Port Hueneme, California. Following the Pledge of Allegiance, roll call was taken.

ROLL CALL

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

SPECIAL ORDERS

1. Alexander Mrazik Jr. of FEMA

Ms. Birdsey gave an update on the Port Security Grant Program. Mr. Mrazik Jr. of FEMA gave an update to the Board of Harbor Commissioners on security.

2. Application to Revise Bargaining Unit

President Jess Herrera opened the Public Hearing at 5:52 pm.

Mr. Wade Edwards and Mr. Miklos Elo addressed the Board to request a separate Supervisor Bargaining group within the SEIU. Mr. Edwards and Mr. Elo provided the Board a letter which outlined their request. The letter was made public. Mr. Danny Carrillo and Ms. Pam Briscoe of SEIU 721 voiced their concerns of separating the bargaining unit. The Board of Harbor Commissioners had a lengthy discussion on the need for a supervisors unit and asked that the motion be tabled and for the applicants and SEIU to work together towards an agreement.

Motion to table the application to revise the bargaining unit, Commissioner Hodge; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera and Hodge

NOES: None

ABSENT: Commissioners Lopez and Rooney

President Herrera declared the motion carried and closed the Public Hearing at 6:25 pm.

3. Special Recognition

Special recognition was given to the Veterans who work at the Port, Mr. KJ May, Mr. Brian Master, Mr. John Demers and President Herrera were provided with a plaque thanking them for their service.

Ms. Kristin Decas received special recognition for her service as AAPA Chair for 2015. Ms. Decas was presented with a clock to show the Port's appreciation.

CONSENT AGENDA

1. Minutes of the Regular Board Meeting of October 26, 2015

3. Revised 2015 Oxnard Harbor District Standing Board & Committee Calendar

4. Consideration of Ratification and/or Approval of District Disbursements for the period of August 18, 2015 to September 9, 2015 (Information)

Motion to approve Consent Items 1, 3 and 4, Commissioner Hodge; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera and Hodge

NOES: None

ABSENT: Commissioners Lopez and Rooney

President Herrera declared the motion carried.

Consent Item 2, Revised Calendar of Events was pulled for revision.

2. Revised Calendar of Events

Motion to approve Consent Items 2 as revised, Commissioner Hodge; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera and Hodge

NOES: None

ABSENT: Commissioners Lopez and Rooney

President Herrera declared the motion carried.

CEO & PORT DIRECTOR

1. CEO & Port Director's Update

Ms. Kristin Decas noted upcoming events, the President's Dinner and Customer Appreciation event on November 12, the Employee Recognition event on December 16 and the Holiday Open House on December 21, 2015. Ms. Decas also noted that staff is working on relocating vehicles for storage off Port property.

2. Procurement Schedule

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

3. Policy Schedule

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

4. Consideration of Latin America Trade Mission Service Agreement #4 with Global Business Advocates

Motion to approve Latin America Trade Mission Service Agreement #4 with Global Business Advocates not to exceed \$22,500 plus approved expenses, including travel, lodging and communications, Commissioner Hodge; Seconded, Commissioner Fraser.

The vote was as follows:

AYES: Commissioners Fraser, Herrera and Hodge

NOES: None

ABSENT: Commissioners Lopez and Rooney

President Herrera declared the motion carried.

BOARD COMMUNICATION

The Commissioners reported on meetings attended over the past month and upcoming meetings for November 2105.

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 REPORT

1. Chief Operations Officer's Update - Oral

Mr. Demers gave an update on the Mariners center.

CHIEF FINANCE & ADMISTRATIVE OFFICER REPORT

1. Chief Finance & Administrative Officer's Update

Mr. Palomares noted no items to report.

BOARD OF HARBOR COMMISSIONERS COMMENTS

No Comments

PUBLIC COMMENT

No public comment.

ADJOURNMENT

There being no further business to come before the Board, President Herrera moved to adjourn the meeting. Meeting adjourned at 6:43 p.m.

Respectfully Submitted,

Michelle Kinnun

Executive Aide/Clerk of the Board

OXNARD HARBOR DISTRICT

2015 – 2016

CALENDAR OF EVENTS

In accordance with the District's policies and procedures, the following events are approved for attendance and participation by Board of Harbor Commissioners, members of management staff. The Board finds by approving participation in the events that and/or the event is in the public interest of the Port and as actual and necessary expenses in the performance of their duties. Management staff requires prior approval of the CEO & Port Director. The District's Calendar of Events is subject to change and modification by the Board of Harbor Commissioners at a duly noticed meeting.

DATE	ACTIVITY	LOCATION	PARTICIPANTS
JULY			
13	Good Morning Oxnard Breakfast	Tower Club	Any Commissioner, Management Staff
15	Port Hueneme Chamber Breakfast	Holiday Inn	Any Commissioner, Management Staff
22-24	AAPA Port Security Seminar & Expo	Arlington, VA	Any Commissioner, Management Staff
23	Special Olympic Athletes Farewell Dinner	TBD	Any Commissioner, Management Staff
24	Salsa Festival Pre Kick Off Event	Plaza Park	Any Commissioner, Management Staff
25-26	Oxnard Salsa Festival	Plaza Park	Any Commissioner, Management Staff
AUGUST			
12	Import Export North America Conference	Baltimore, Maryland	Any Commissioner, Management Staff
13	Navy League USCG Sailor of the Year Award Luncheon	NBVC Port Hueneme	Any Commissioner, Management Staff
15	CEC/Seabee Historical Foundation Annual Gala	Regan Library	Any Commissioner, Management Staff
16-19	APP 102 nd Annual Conference	Kaohsiung, Taiwan	Any Commissioner, Management Staff
19	Port Hueneme Chamber Breakfast	Holiday Inn, Hueneme	Any Commissioner, Management Staff
19	World Affairs Council of America	Tower Club	Any Commissioner, Management Staff
20	Joint Chambers Military Mixer	CI Maritime Museum	Any Commissioner, Management Staff
22	Alex's Lemonade Walk	Hueneme Beach	Any Commissioner, Management Staff
22-23	Hueneme Beach Festival	Hueneme Beach	Any Commissioner, Management Staff
24-26	UP Short Line Railroad & Port Conference	Omaha, Nebraska	Any Commissioner, Management Staff
28	Mobility 21 14 th Annual	Disneyland Hotel,	Any Commissioner,

	Summit	Anaheim	Management Staff
SEPTEMBER			
10	Oxnard Chamber Breakfast	Tower Club	Any Commissioner, Management Staff
11-12	Ventura AG Summit	CSUCI	Any Commissioner, Management Staff
14-18	AAPA Marine Terminal Management Training	Long Beach, CA	Any Commissioner, Management Staff
15	Port Hueneme Chamber Breakfast	Holiday Inn, Hueneme	Any Commissioner, Management Staff
16-18	CMANC Annual Fall Meeting	Lafayette, GA	Any Commissioner, Management Staff
17	CAUSE Community Building Event	Ventura Beach Marriott	Any Commissioner, Management Staff
17	United Way's 11 th Annual Spirit of Community Awards	California Lutheran University	Any Commissioner, Management Staff
21-24	CSDA Annual Conference	Monterey, CA	Any Commissioner, Management Staff
22-24	Automotive Logistics Conference	Detroit, MI	Any Commissioner, Management Staff
24-25	CAPA Annual Meeting	Newport Beach, CA	Any Commissioner, Management Staff
25	Oxnard Chamber Military Appreciation Dinner	Courtyard by Marriott	Any Commissioner, Management Staff
28-29	AAPA Public & Government Relations Committee	Montreal, Quebec	Any Commissioner, Management Staff
29-Oct 1	AAPA-ACPA 2015	Montreal, Quebec	Any Commissioner, Management Staff
27-30	Foreign Trade Zone Annual Conference	Hollywood, CA	Any Commissioner, Management Staff
OCTOBER			
5-8	Breakbulk Americas 2015	Houston, TX	Any Commissioner, Management Staff
6	VCSDA Meeting	TBD	Any Commissioner, Management Staff
12-16	Trade Mission – Mexico	Mexico	Any Commissioner, Management Staff
18-20	CSDA Board Secretary/Clerk Conference	Lake Tahoe, CA	Any commissioner, Management Staff
21	Port Hueneme Chamber Breakfast	Holiday Inn, Hueneme	Any Commissioner, Management Staff
21-23	Association of Defense Base Redevelopment Forum	San Antonio, TX	Any Commissioner, Management Staff
23	VCEDA 45th Annual Business Outlook Conference	VCOE Office Camarillo, CA	Any Commissioner, Management Staff
23-26	PMA Fresh Summit	Atlanta	Any Commissioner, Management Staff
27-29	Facilities Engineering Seminar & Expo	San Diego, CA	Any Commissioner, Management Staff

NOVEMBER			
2-4	AAPA Annual Convention	Miami, FL	Any Commissioner, Management Staff
4	AWA Ventura County Water Tour	Ventura	Any Commissioner, Management Staff
7	Reagan National Defense Forum	Regan Library	Any Commissioner, Management Staff
5-6	CA Short Line Railroad Association 2015 Fall Meeting	San Pedro, CA	Any Commissioner, Management Staff
12	Oxnard Chamber Breakfast – State of the Port	Tower Club	Any Commissioner, Management Staff
14	1st Responders Appreciation BBQ	Port	Any Commissioner, Management Staff
16	APP Executive Committee Fall Seminar	San Francisco Airport Marriott Waterfront	Any Commissioner, Management Staff
18	Port Hueneme Chamber Breakfast –State of the Port	Holiday Inn	Any Commissioner, Management Staff
19	AWA WaterWise Breakfast	Courtyard Marriott	Any Commissioner, Management Staff
14	Boys & Girls Club 26 th Annual Kids Auction and Gala	Residence Inn by Marriott	Any Commissioner, Management Staff
30-Dec 3	AAPA XXIV Latin American Congress of Ports Conference	Arica, Chile	Any Commissioner, Management Staff
DECEMBER			
5	Oxnard Christmas Parade	Oxnard, CA	Any Commissioner, Management Staff
9-10	AAPA Port Real Estate Issues Seminar	San Pedro, CA	Any Commissioner, Management Staff
10	Oxnard Chamber Breakfast	Tower Club	Any Commissioner, Management Staff
16	Port Hueneme Chamber Breakfast	Holiday Inn	Any Commissioner, Management Staff
2016			
JANUARY 2016			
13-15	APP Winter Conference	Big Island, Hawaii	Any Commissioner, Management Staff
14	CSDA - How to Be An Effective New Board Member Seminar	OHD – Port Hueneme	Any Commissioner, Management Staff
20-22	CMANC Annual Winter Meeting	Southern CA	Any Commissioner, Management Staff
21-22	AAPA 2015 Shifting International Trade Routes	Tampa, FL	Any Commissioner, Management Staff
24-26	CSDA SDLA – Leadership Academy	TBD	Any Commissioner, Management Staff

FEBRUARY			
3-5	Fruit Logistica Conference	Berlin, Germany	Any Commissioner, Management Staff
9-11	3rd Ballast Water Management Summit	Southern CA	Any Commissioner, Management Staff
9-11	AAPA 2016 Commissioners Seminar	West Palm Beach, FL	Any Commissioner, Management Staff
MARCH			
1-4	Trans Pacific Maritime Conference	Long Beach, CA	Any Commissioner, Management Staff
9-10	AAPA 2016 Infrastructure Development and Financing Seminar	San Diego, CA	Any Commissioner, Management Staff
APRIL			
5-6	AAPA 2016 Spring Conference	Washington DC	Any Commissioner, Management Staff
MAY			
17-18	CSDA Special Districts Legislative Days	Sacramento, CA	Any Commissioner, Management Staff
JUNE			
7-9	Finished Vehicle Logistics Conference	Newport Beach, CA	Any Commissioner, Management Staff
7-8	AAPA 2016 Cargo Optimization	Jersey City, NJ	Any Commissioner, Management Staff
JULY			
10-13	APP 103rd Annual Conference	The Port of Hueneme	Any Commissioner, Management Staff
12-14	General Manager Leadership Summit	Newport Beach, CA	Any Commissioner, Management Staff
20-22	AAPA Port Security and IT Seminar	Arlington, VA	Any Commissioner, Management Staff
AUGUST			
SEPTEMBER			
9-14	AAPA Energy & Environment Seminar	Vancouver, BC	Any Commissioner, Management Staff
OCTOBER			
23-27	AAPA Annual Convention	Port of New Orleans, LA	Any Commissioner, Management Staff
NOVEMBER			
DECEMBER			