



SGVCOG City Managers' Steering Committee Approved Minutes
September 6, 2017
12:00 Noon
Foothill Transit

1. Call to order. The meeting was called to order at 12:00 PM.
2. Pledge of Allegiance.
3. Roll Call

Members Present:

Arcadia, D. Lazzaretto
 Alhambra, M. Yokoyama
 Baldwin Park, S. Yauchzee
 Claremont, T. Ramos
 Covina, B. Saeki
 Duarte, K. Herrera
 Glendora, C. Jeffers
 La Verne, Bob Russi
 Pomona, L. Lowry
 San Dimas, B. Michaelis
 Temple City, B. Cook

Members Absent:

Monrovia
 West Covina

SGVCOG Staff/Guests:

Phil Hawkey, Executive Director
 M. Creter, Staff
 E. Wolf, Staff
 D. Fox, Diamond Bar

C. Cruz, Staff
 M. Christoffels, ACE
 K. Barlow, Jones & Mayer
 K. Kearney, Bradbury

4. Public Comment.
 There were no public comments.
5. Changes to Agenda Order.
 There were no changes to the agenda.

CONSENT CALENDAR

6. City Managers' Steering Committee Minutes
There was a motion to approve the consent calendar (M/S: T. Ramos/M. Yokoyama).

[MOTION PASSED]

AYES:	Arcadia, Alhambra, Baldwin Park, Claremont, Covina, Duarte, Glendora, La Verne, Pomona, San Dimas, Temple City
NOES:	
ABSTAIN:	
ABSENT:	Monrovia, West Covina

ACTION ITEMS

7. SGVCOG Financial Policies – Temporary Modification to Approval Process for Purchases and Invoice

Approvals

There was a motion to recommend that the Governing Board authorize temporary modifications to the approval process for purchases and invoice approvals. (M/S: C. Jeffers/S. Yauchzee).

[MOTION PASSED]

AYES:	Arcadia, Alhambra, Baldwin Park, Claremont, Covina, Duarte, Glendora, La Verne, Pomona, San Dimas, Temple City
NOES:	
ABSTAIN:	
ABSENT:	Monrovia, West Covina

8. Memorandums of Agreement (MOAs) with the City of Los Angeles and Other Participating Cities for Administration of Contracts related to the Coordinated Integrated Monitoring Program (CIMP) for the Upper Los Angeles River (ULAR) Enhanced Watershed Management Plan (EWMP)
 C. Jeffers was concerned that the COG would become dependent on this revenue and then would be left in a bad financial position if the contract closed at some point in the future. He also recommended that the COG receive the actual contract for review prior to taking this item to the Governing Board for approval.

There was a motion to recommend that the Governing Board authorize the Executive Director to execute MOAs with participating cities to administer contracts related to the ULAR CIMP, pending receipt of the draft MOU for inclusion with the Board report. (M/S: C. Jeffers/L. Lowry).

[MOTION PASSED]

AYES:	Arcadia, Alhambra, Baldwin Park, Claremont, Covina, Duarte, Glendora, La Verne, Pomona, San Dimas, Temple City
NOES:	
ABSTAIN:	
ABSENT:	Monrovia, West Covina

9. Contract for Metro Board of Director Support Services
 P. Hawkey discussed the proposed changes to the contract for direct support services to the SGVCOG Metro board member. He noted that the current contractor has decades of experience working with Metro and is adept at lobbying for SGVCOG interests. The committee discussed the proposed contract and provided feedback to staff.

10. Contract with LA County for Measure H/ Homelessness Funding
There was a motion to recommend that the Governing Board approve the contract (M/S: T. Ramos/S. Yauchzee).

[MOTION PASSED]

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NOES:	
ABSTAIN:	
ABSENT:	Monrovia, West Covina

11. FY 2016-17 4th Quarter Financial Report
 The steering committee received and filed the report.

12. Contract with Raupp Consulting Group for Organizational Change Management
 The committee discussed whether Raupp Consulting is qualified to manage the merger of two government entities given that its experience is in the private sector. P. Hawkey pointed out that the firm has experience merger engineering companies and that employee anxiety issues are the same in either case. P. Hawkey also introduced the idea of forming an Ad Hoc group including SGVCOG officers and city managers to help shepherd the integration of ACE and COG.

There was a motion to recommend that the Governing Board approve a contract with Raupp Consulting Group for Organizational Change Management. (M/S: C. Jeffers/L. Lowry).

[MOTION PASSED]

AYES:	Arcadia, Alhambra, Baldwin Park, Claremont, Covina, Duarte, Glendora, La Verne, Pomona, San Dimas, Temple City
NOES:	
ABSTAIN:	
ABSENT:	Monrovia, West Covina

DISCUSSION ITEMS

13. Update on ACE/COG Integration (Including Draft Revisions to JPA and Bylaws)
 Handouts were distributed showing the proposed changes to the JPA and Bylaws. P. Hawkey discussed the changes which initiated a conversation about how eminent domain cases would be resolved. C. Jeffers recommended that at least five board members must agree to pull a decision from the ACE Committee to the Governing Board for review.
14. Treasurer’s Report
 The Treasurer’s Report was received with no concerns.
15. LA County Blue Ribbon Commission on Public Safety
 Steering Committee members discussed the city-initiated public awareness campaign and the number and breadth of cities that have signed on.
16. Gateway Service Delivery Project
 A handout from Management Partners was distributed detailing their findings from a study on shared services done in the Gateway Cities COG.

UPDATE ITEMS

17. ACE Construction Authority – Oral Report
 M. Christoffels reviewed the ACE’s participation in the San Gabriel Valley Legislative Caucus held on August 30th in Sacramento.
18. Executive Director’s Monthly Report – Oral Report
 The Executive Director distributed copies of the agenda for the General Assembly and discussed planning and the flow of the event.

CLOSED SESSION

19. PUBLIC EMPLOYMENT: Titles: Executive Director pursuant to California Government Code section 54957
 CONFERENCE WITH LABOR NEGOTIATORS: Agency designated representatives: Phil Hawkey, Richard D. Jones, Kim Barlow, Dominic Lazzaretto, Tony Ramos and Chris Jeffers; Unrepresented employee: Executive Director pursuant to California Government Code section 54957.6.
 The committee discussed the Executive Director position and hiring details. No action was taken.

COMMITTEE MEMBER ITEMS

C. Jeffers requested that a discussion of Community Choice Energy be added to the October agenda.

ANNOUNCEMENTS

ADJOURN

The meeting adjourned at 1:47 p.m.