



Southern California Association of Governments  
900 Wilshire Blvd., Suite 1700, Los Angeles, CA 90017

MINUTES OF THE REGULAR MEETING  
EXECUTIVE/ADMINISTRATION COMMITTEE (EAC)  
MONDAY, OCTOBER 4, 2018

THE FOLLOWING MINUTES ARE A SUMMARY OF ACTIONS TAKEN BY THE EXECUTIVE/ADMINISTRATION COMMITTEE (EAC).

The Executive/Administration Committee (EAC) of the Southern California Association of Governments (SCAG) held its regular meeting at 900 Wilshire Boulevard, Suite 1700, Los Angeles, CA 90017. A quorum was present.

**Members Present**

Hon. Alan Wapner, <i>Chair</i>	<i>Ontario</i>	SBCTA
Hon. Bill Jahn, <i>1<sup>ST</sup> Vice Chair</i>	<i>Big Bear Lake</i>	District 11
Hon. Randon Lane, <i>2<sup>ND</sup> Vice Chair</i>	<i>Murrieta</i>	District 5
Hon. Margaret E. Finlay, <i>Immediate Past Chair</i>	<i>Duarte</i>	District 35
Hon. Peggy Huang, <i>Chair, CEHD</i>		TCA
Hon. James Mulvihill, <i>Vice Chair, CEHD</i>	<i>San Bernardino</i>	District 7
Sup. Linda Parks, <i>Chair, EEC</i>		Ventura County
Sup. Curt Hagman, <i>Chair, TC</i>		San Bernardino County
Hon. Cheryl Viegas-Walker, <i>Vice Chair, TC</i>	<i>El Centro</i>	District 1
Hon. Greg Pettis, <i>Vice Chair, LCMC</i>	<i>Cathedral City</i>	District 2
Hon. Frank Navarro, <i>President's Appt.</i>	<i>Colton</i>	District 6
Hon. Michele Martinez, <i>President's Appt.</i>	<i>Santa Ana</i>	District 16
Hon. Carmen Ramirez, <i>President's Appt.</i>	<i>Oxnard</i>	District 45
Mr. Randall Lewis, <i>Ex-officio</i>	<i>Lewis Group of Companies</i>	Business Representative

**Member Not Present**

Sup. Luis Plancarte, <i>Vice Chair, EEC</i>		Imperial County
Hon. Clint Lorimore, <i>Chair, LCMC</i>	<i>Eastvale</i>	District 4
Hon. Judy Mitchell, <i>President's Appt.</i>	<i>Rolling Hills Estates</i>	District 40
VACANT		Tribal Government Planning Board

### **Staff Present**

Hasan Ikhata, Executive Director  
Darin Chidsey, Chief Operating Officer  
Debbie Dillon, Deputy Executive Director of Administration  
Kome Ajise, Director of Planning  
Art Yoon, Director of Policy and Public Affairs  
Frank J. Lizarraga, Jr., General Counsel  
Joann Africa, Chief Legal Counsel/Director of Legal Services  
Basil Panas, Chief Financial Officer  
Julie Loats, Chief Information Officer  
Tess Rey-Chaput, Office of Regional Council Support

### **CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

The Honorable Alan D. Wapner, called the meeting to order at 9:00 a.m. and asked Councilmember Michele Martinez, Santa Ana, District 16, to lead the Pledge of Allegiance.

### **PUBLIC COMMENT PERIOD**

There was no public comment speaker.

### **CLOSED SESSION**

Chair Wapner announced the EAC would convene into Closed Session pursuant to California Government Code Section 54957(b)(1), Public Employment, Executive Director. Members of the public, SCAG staff not necessary for the Closed Session and SCAG Executive Director, Hasan Ikhata, were asked to leave the meeting room.

At the conclusion of the Closed Session, members of the public, SCAG staff and SCAG Executive Director Hasan Ikhata returned to the meeting room.

Frank J. Lizarraga, Jr., General Counsel, reported that the EAC took action to recommend to the Regional Council the acceptance of Hasan Ikhata's resignation as Executive Director and to further commence process for transition.

Hasan Ikhata, Executive Director, thanked the members of the EAC and expressed gratitude for the 24 years he worked at SCAG. He also expressed his confidence for the leadership, the executive team and SCAG staff who will move the agency forward and continue the work in the region.

### **RECONVENE TO OPEN SESSION**

At 9:35 a.m., Chair Wapner reconvened the Open Session.

### **REVIEW AND PRIORITIZE AGENDA ITEMS**

There was no prioritization of agenda items.

## **CONSENT CALENDAR**

### **Approval Items**

1. Minutes of the Meeting – September 6, 2018

### **Receive and File**

2. State and Federal Legislative Monthly Update
3. APA California Recognizes Outstanding Planning in the SCAG Region
4. Purchase Orders more than \$5,000 but less than \$200,000; Contracts more than \$25,000 but less than \$200,000; and Amendments \$5,000 but less than \$75,000

A MOTION was made (Viegas-Walker) to approve the Consent Calendar, Item Nos. 1 through 4. Motion was SECONDED (Navarro) and passed by the following votes:

**AYE/S:** Wapner, Jahn, Finlay, Huang, Mulvihill, Parks, Hagman, Viegas-Walker, Pettis, Navarro, Martinez and Ramirez (12).

**NOE/S:** None (0).

**ABSTAIN:** None (0).

### **CFO REPORT**

5. CFO Monthly Report

Basil Panas, Chief Financial Officer, provided an update regarding the Incurred Cost and Indirect Cost Allocation Plan audits by Caltrans; SCAG's membership dues; budget and grants and contracts. With respect to the Caltrans Incurred Cost audit, Mr. Panas reported that SCAG is developing a draft Corrective Action Plan to address the findings. An Audit Committee meeting is scheduled for October 24, 2018 to review the Incurred Cost audit report in detail. Incidentally, external auditors, Vavrinek Trine and Day (VTD) are also performing its FY 2017-18 audit and a report is scheduled to be released by early December 2018.

Additionally, with regards to the Caltrans Incurred Cost Audit, Hasan Ikhata, Executive Director, reported there were findings that would improve SCAG's processes. SCAG has contracted two former Caltrans auditors to assist staff address the findings and develop corrective actions.

### **ADJOURNMENT**

There being no further business, Chair Wapner adjourned the meeting at 9:34 a.m.

[MINUTES ARE UNOFFICIAL UNTIL APPROVED BY THE EAC]

**Executive/Administration Committee (EAC) Attendance Report**

**2018**

MEMBERS	CITY	Representing	Jan (SpM)	Feb	Mar	Apr	May	Jun	Jun (Retreat)	Jul (SpM)	Aug (SpM)	Sept	Oct	Nov	Dec	Total Mtgs Attended To Date
Alan D. Wapner (CHAIR)	Ontario	SBCTA	1	1	1	1		1	1	1	1	1	1			10
Bill Jahn (1st VICE CHAIR)	Big Bear Lake	District 11	1	1	1	1		1	1	1	1	1	1			10
Randon Lane (2nd VICE CHAIR)	Murrieta	District 5	0	1	1	1		1	1	1	1	1	1			9
Margaret E. Finlay (IMM. PAST CHAIR)	Duarte	District 35	1	1	1	1		1	1	1	1	1	1			10
Peggy Huang (CEHD Chair)	Yorba Linda	TCA						1	1	1	1	1	1			6
James Mulvihill, CEHD Vice Chair)	San Bernardino	District 7											1			1
Linda Parks (EEC Chair)		Ventura County	1	1	1	1		1	1	1	1	0	1			9
Luis Plancarte (EEC Vice Chair)		Imperial County						1	1	1	0	1	0			4
Curt Hagman (TC Chair)		San Bernardino County	1	1	1	1		1	1	0	1	1	1			9
Cheryl Viegas-Walker (TC Vice Chair)	El Centro	District 1	1	1	1	1		1	1	1	1	0	1			9
Clint Lorimore (LCMC Chair)	Eastvale	District 4	1	1	1	1		1	1	1	1	1	0			9
Greg Pettis (LCMC Vice Chair)	Cathedral City	District 2	1	1	1	1		1	0	1	1	1	1			9
Frank Navarro (Pres. Appointment)	Colton	District 6						1	1	1	1	0	1			5
Michele Martinez (Pres. Appointment)	Santa Ana	District 16	1	1	1	1		1	0	0	1	1	1			8
Judy Mitchell (Pres. Appointment)	Rolling Hills Estates	District 40						1	1	0	1	1	0			4
Carmen Ramirez (Pres. Appointment)	Oxnard	District 45	1	1	1	1		1	1	1	1	1	1			10
Randall Lewis (Ex-Officio Member)		Business Representative	1	1	1	1		1	1	1	1	1	1			10
Sabrina LeRoy (Tribal Govt Plng Board)		San Manuel Band of MI	0	1	1	0		0	0	0	0	0	0			2