



# MINUTES

ISLA VISTA COMMUNITY SERVICES DISTRICT

*Board of Directors Regular Meeting*

*6:00 PM, Tuesday, May 16, 2017*

*Community Room, 970 Embarcadero Del Mar*

*Isla Vista, California*

Ethan Bertrand  
DIRECTOR  
*PRESIDENT*

Natalie Jordan  
DIRECTOR  
*VICE PRESIDENT*

Spencer Brandt  
DIRECTOR  
*SECRETARY*

Jay Freeman  
DIRECTOR

Jon Hedges  
DIRECTOR

Robert Geis  
DIRECTOR

George Thurlow  
DIRECTOR

## 1. INTRODUCTION

1.1. **Call to Order:** Meeting called to order at 6:03PM.

1.2. **Announce that the meeting is being recorded**

1.3. **Roll Call:** Freeman, Hedges, Brandt, Bertrand, Thurlow, Geis present.  
Jordan absent.

1.4. **Reminder to Directors: Forms and Trainings**

The Secretary is requesting a copy of the following forms: Oath of Office, Form 700, AB 1234 (Ethics) Training Certification, and AB 1825 (Sexual Harassment) Training Certification.

1.5. **Hear Reports from committee chairs and members of the Board**

## 2. CONSENT AGENDA

2.1. **Adopt policies as recommended by the Policy Committee**

Consider the adoption of the following:

- a) Amend the policy entitled "Rules of Order" to read as stated in Attachment A
- b) Adopt a policy entitled "Conflict of Interest" to read as stated in Attachment A

*Considered separately.*

2.2. **Adopt graphic design branding, including a District Seal, and primary, alternate, and script logos.**

2.3. **Approve the minutes from the April xx, 2017 Regular Meeting**  
*Consider separately.*

2.4. **Approve the minutes from the May 2, 2017 Regular Meeting**

2.5. **Approve the minutes from the May 2, 2017 Special Meeting**

2.6. **Dissolve the Public Safety Committee**

*MOTION TO APPROVE THE BALANCE OF THE CONSENT AGENDA.*

*MOVED TO/SECOND: Brandt/Thurlow*

*Ayes: 5*

*Noes: 0*

*Abstain: 1 (Bertrand)*

*Absent: 1 (Jordan)*

*Motion Carries, 5-0-1*

*MOTION to amend the policy entitled "Rules of Order" to read as stated in Attachment A.*

*MOVED TO/SECOND: Brandt/Thurlow*

*Ayes: 6*

*Noes: 0*

*Abstain: 0*

*Absent: 1 (Jordan)*

### **3. PUBLIC COMMENT PERIOD**

*At this time, any member of the public may speak on matters within the subject jurisdiction of the Board of Directors that are not on the agenda. The Board will not take action on any item not on the agenda except as provided by law.*

## **4. DISCUSSION AND ACTION ITEMS**

### **4.1. Acknowledge the events of May 23, 2014**

The Board of Directors will discuss and acknowledge the upcoming anniversary of the 2014 Isla Vista tragedy, the legacy of the victims, and the resiliency of the Isla Vista community in the aftermath of tragedy.

*MOTION to formally recognize and acknowledge the upcoming anniversary of the 2014 Isla Vista tragedy, the legacy of the victims, and the resiliency of the Isla Vista community in the aftermath of the tragedy.*

*MOVE TO/SECOND: Bertrand/Hedges*

*Ayes: 6*

*Noes: 0*

*Abstain: 0*

*Absent: 1(Jordan)*

*Motion Carries 6 - 0 with Director Jordan absent.*

### **4.2. Consider the creation of financial/accounting officer positions**

Consider the creation of officer positions, to fulfill duties of the District, as recommended by the Formation Committee:

- A) Create the position of Finance Officer, to be tasked with doing basic accounting and recordkeeping, and make an appointment for this position.
- B) Create the position of Controller, to be tasked with overseeing the process, and make an appointment for this position.
- C) Direct the Policy Committee to make the appropriate amendments to existing policies, to designate the position of Finance Officer and

Controller.

*MOTION to refer item 4.2 back to formation committee.*

*MOVED TO/SECONDED: Geis/Jordan*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carries 7 - 0*

**4.3. Consider entering into an agreement with the County of Santa Barbara for financial and accounting services**

Consider recommendations from the Formation Committee that the District enter into an agreement with the County of Santa Barbara Office of the Auditor-Controller for financial and accounting services.

*MOTION: Authorize the Director Geis to consult with the County of Santa Barbara to finalize the agreement and bring it back to the board for consideration.*

*MOVE TO/SECOND: Thurlow/Brandt*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carries 7 - 0*

**4.4. Discuss and consider draft letter to solicit pro bono legal services**

Consider and take action on recommendations from the Formation Committee regarding the solicitation of pro-bono legal services (*See Attachment B*).

*MOTION: Authorize Board President to sign letter in attachment B and mail to parties, with corrections.*

*MOVE TO/SECONDED: Thurlow/Jordan*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carries, 7 - 0.*

**4.5. University Negotiations Ad-Hoc Committee Membership and Role**

The Board President will consult with the Board on making appointments to the University Negotiations Ad-Hoc Committee, and discuss the role and scope of work of the committee. The Board may provide feedback and direction to the committee, and discuss the upcoming discussions between the IVCS and UCSB regarding the \$200,000 pledged annual grant.

*President Bertrand appointed Director Hedges, Director Thurlow, and Director Bertrand to serve on University Negotiations Ad-Hoc Committee.*

*NO ACTION TAKEN.*

**4.6. Request for funding for administrative needs of the District**

At the May 11 Special Meeting, Director Bertrand informed the Board of an idea to request that a percentage of UCSB's pledged annual contribution be allocated to fund administrative items that are necessary for the provision of service (ie. insurance, office space and supplies, etc.). The Board will consider authorizing the Board President, or University Negotiations Ad-Hoc Committee, to take any next steps, including the submission of a request for funding (*See Attachment C*).

*MOTION: Direct the President to write a letter to the Chancellor of UC Santa Barbara to request a 15% administrative fee charge out of the pledged \$200,000.*

*MOVED TO/SECONDED: Brandt/Thurlow*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carries 7 - 0*

**4.7. Discuss the power to contract for additional Police Protection Services, and community engagement for service development**

At the May 11 Special Meeting, Director Bertrand gave a presentation on his meeting with members of the Chancellor's Coordinating Committee on Isla Vista (CCCIV). Contracting for additional police protection services was one of the main topics of discussion, especially the idea of funding a sexual assault investigator for Isla Vista. The Board will continue to discuss ideas for contracting for additional police protection services, and may take action to direct next steps, including scheduling a public safety town hall meeting (*See Attachment C*).

*Director Jordan arrived.*

*MOTION: Schedule special meeting on May 31 at 6PM at location TBD, and authorize the board president to work with the board secretary and stakeholders to develop the agenda and notice.*

*MOVE TO/SECOND: Brandt, Hedges*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carried unanimously 7 - 0.*

**4.8. Discuss the power to create a Tenant Mediation Program**

The Board of Directors will discuss the power to create a tenant mediation program. As reported by Director Bertrand, members of the Chancellor's Coordinating Committee on Isla Vista (CCCIV) have shown an interest in considering options for contracting for a tenant mediation program. The Board may discuss current tenant service providers, including the Community Housing Office, Santa Barbara Rental Housing Mediation Program, and Isla Vista Tenants Union, and take action to direct any next steps (*See Attachment C*).

*MOTION: Invite Santa Barbara Rental Housing Mediation Program to make a presentation to the IVCSA at an upcoming regular meeting.*

*MOVED TO/SECONDED: Thurlow/Jordan*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carried unanimously 7 - 0.*

**4.9. Discuss the power to fund a Municipal Advisory Council**

The Board of Directors will discuss the power to fund a Municipal Advisory Council. Members of the Board, members of the public, and the Third District Supervisor's office have shown an interest in initiating this service. The Board will discuss funding options, the potential role(s) of a MAC, options for membership of a MAC, and next steps to be taken.

*MOTION: Authorize Director Freeman to meet with stakeholders and bring a report back to the board on the MAC*

*MOVE TO/SECONDED: Brandt/Geis*

*Ayes: 7*

Noes: 0  
Abstain: 0  
Absent: 0  
*Motion Carried unanimously 7 - 0.*

**4.10. Internship Program**

Discuss the future of the UCSB Internship Program. The Board will consider next steps for recruiting/selecting UCSB interns, funding the program, and the scope of work of the internship program, especially for the summer. The Board will also consider reaching out to other local organizations that may be interested in partnering with the IVCSB to provide internship opportunities.

*MOTION: Direct the president to inquire with the Office of the Special Assistant Isla Vista Affairs regarding the funding for the summer session of the Internship program.*

*MOTION TO/SECONDED: Brandt/Freeman*

Ayes: 6  
Noes: 0  
Abstain: 0  
Absent: 0  
Recuse: Thurlow

*Motion Carried 6 - 0, with Director Thurlow recusing.*

*MOTION: Authorize the Board President to work with the Department of Political Science to initiate the Internship recruitment process for Summer Session*

*MOVE TO/SECOND: Brandt/Jordan*

Ayes: 6  
Noes: 0  
Abstain: 0  
Absent: 0  
Recuse: Thurlow

*Motion Carried 6 - 0, with Director Thurlow recusing.*

**5. FUTURE MEETING DATE(S) AND FUTURE AGENDA ITEMS**

- *Discussion of Committee Purviews; rules and responsibilities*
- *Insurance Presentation on the next agenda*
- *Office Space rental*
- *Depositing and withdrawals*
- *Recruitment of a General Manager*

- *June 6th, 2017*
- *Special Meeting May 30*

## **6. ADJOURNMENT**

*Motion to adjourn.*

*MOVE TO/ SECOND: Brandt, Jordan*

*Ayes: 7*

*Noes: 0*

*Abstain: 0*

*Absent: 0*

*Motion Carried unanimously 7 - 0.*

*Adjourned at 9:42*

In accordance with the Ralph M. Brown Act and the Americans with Disabilities Act of 1990, a request for disability-related modification or accommodation, including auxiliary aids or services, may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting. Please address all requests and questions regarding the meeting to Director Ethan Bertrand, President of the Board [(805) 881-3853 / ebertrand.ivcsd@gmail.com] prior to the meeting date. Please note that this contact information is not the official contact information for the Isla Vista Community Services District.

En conformidad con el Ralph M. Brown Act y la Ley de Estadounidenses con Discapacidades de 1990, una solicitud de modificación relacionadas con la discapacidad o alojamiento, incluyendo los servicios o equipos auxiliares, pueden ser realizadas por una persona con una discapacidad que requiere una modificación o alojamiento para participar en la reunión pública. Dirija todas las solicitudes y preguntas acerca de la reunión al Director Ethan Bertrand, Presidente de la Junta [(805) 881-3853 / Ebertrand.ivcsd@gmail.com] antes de la fecha de la reunión. Por favor tenga en cuenta que esta información de contacto no es la información de contacto oficial de la Isla Vista del Distrito de Servicios Comunitarios.