



## **NOTICE AND AGENDA**

### **Executive Committee Meeting**

**November 1, 2018 | 10:00 AM - 12:00 PM**

#### **Physical Meeting Location**

Church Brothers Produce  
19065 Portola Drive  
Salinas, CA 93908

#### **To Join the Meeting Remotely**

To join from your computer, tablet or smartphone:

<https://global.gotomeeting.com/join/848709205>

You can also dial in using your phone.

United States: +1 (669) 224-3412

Access Code: 848-709-205

#### **Participation Intent Listed on Page 2**

***Committee members planning to participate remotely must notify the LGMA at least 24 hours before the meeting.***

1. Welcome and Introductions – Dan Sutton
2. Approval of Minutes
  - a) August 9, 2018 Executive Committee
  - b) October 3, 2018 Meeting with the LGMA Communications Committee
3. Public Comment
4. CEO Report
5. 2017/18 Financial and Compliance Audit Report
  - a) Audit Presentation by Keith Rood, CPA
  - b) Review and Approve 2017/18 CPA Audit
6. Assessment Issue
  - a) Review and Approve Assessment Policy
7. Technical Committee Report
  - a) Update on Status of Metrics Changes, Guidance Documents and Training
8. Communications Committee Report
  - a) Review and Recommend Strategic Communications Document
9. Financial Report
  - a) September 2018 Financial Statement
10. Staffing Update
11. DC Update
  - a) Review and recommend comments on FDA guidance document
12. Public Comment
13. Adjournment

*\* Note: Each of the Agenda Items above will include discussion and possible action by the committee. All meetings of the California Leafy Greens Marketing Agreement are open to the public and subject to the Bagley-Keene Open Meeting Act. All interested parties are invited and encouraged to attend the meeting. Time will be allowed for members of the public to make comments on each Agenda item. This time will be limited to two minutes per person for each Agenda item.*

*Attendance at closed sessions is restricted to members of the board, alternate members sitting in the stead of an absent board member and persons with knowledge essential to the board in making decisions on matters included in the closed session agenda.*

*Persons with disabilities needing special accommodation should contact Jessica Kinsey, Executive Assistant, California Leafy Greens Marketing Agreement at (916) 441-1240 at least five days prior to the meeting. This Meeting Notice and Agenda is available on the California Department of Food and Agriculture's Website at <http://it.cdffa.ca.gov/iqov/postings/detail.aspx?type=Notices>. For more information regarding the Agenda for this meeting, please contact Jessica Kinsey.*



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**In Person**

Dan Sutton  
Steve Church  
Sharan Lanini

**Remotely**

Scott Horsfall  
Jan Beck  
Gurmail Mudahar  
Ron Ratto