



## BOARD OF DIRECTOR'S MEETING

Wednesday, March 16, 2022 | 9:00 a.m. 10:30 a.m.

### MINUTES

Attendees: Charles Bassett, David Merritt, Val Velasco, Mark Goldrup, Bob Ruth, Lance Meinershagen, Israel Mora, Grant Coonley, Kenan Tekin, Brian Comeau, Stephanie Sampson, Asia Gillroy, Laura Ware, Reisa Elder, Ray Fouladian, Lisa Trifelleti, Omar Pulido, and Mayor James Butts. Gateway Staff: Christina Davis and Michael Russell

**1. Opening Comments & Introductions**

**Charles Bassett**

*Charles opened the meeting.*

**2. Public Comments**

*No Public Comments*

**3. Approval of Meeting Minutes January 22,2022**

Minutes from the were unanimously approved.

**4. Executive Director's Report**

**Christina Davis**

**Administration:**

- Reviewed all contracts and met with vendors: Commercial Liability & Umbrella Policies, Director's & Officers Insurance, CalChoice Medical Insurance, payroll services, phone services, PR, Website and other office contracts
- Finalized transition process with outgoing Executive Director, Laurie Hughes
- Analyzed internal office policy, procedures, and manuals
- Created staff accountability plan and instituted new protocols for team
- Stakeholder Outreach Meetings Gateway LA Board Members, and BID Execs
- Conducted two meetings with LAWA, CEO Justin Erbacci and LAWA Deputies to discuss Gateway priorities
- Participated in BID Consortium meeting
- Met with Los Angeles City Departments at CD 11 and Bureau of Street Services
- Met with CD11 Candidates Greg Good and Allison Holdorff Polhill
- Participated in LAX Coastal Chamber Protectors Appreciation with LAWAPD and FS#95
- Met with CPA team to review / analyze all financial documents and statements
- Created online accounts for management of Gateway Operations
- Update Gateway Los Angeles website and social media accounts
- Reviewed Verkada system and worked on protocols for use including signage plan

Submitted by: Christina Davis, Executive Director

**PROGRAM SERVICE:**

**Law Enforcement**

- Met with Special Agent Meghan Madden of HSI in preparation of Super Bowl LVI
- The Gateway Operations Team worked closely with SLO Luis Pinell (LAPD Pacific) on addressing crime trends impacting the Gateway LA area.
- Met with Lieutenant Ed Trahan (LAWA PD) to discuss crime trends.

**Ambassadors:**

- Deployed bike patrol on Super Bowl Sunday.
- Introduced ambassador team members to several hotel Security Directors and restaurants including onsite visits to the Hilton, Marriott, Westin, and Hyatt Place.
- Ambassadors continue to maintain high visibility and pro-active patrol throughout the District. Coverage for Jan/Feb was 7AM to 5PM, Monday through Friday.
- Ambassadors have maintained a pro-active approach to addressing quality of life issues and homelessness around the District especially those found lodging overnight on benches, sidewalks and allies.
- Contacted LASHA (la-hop.org) for homeless outreach services.
- Surveyed homeless population. Provided wellness checks.
- Ambassadors continue to increase their situational awareness and personal contacts, to broaden public relations efforts.
- Hosted bi-monthly Security Directors’ Meeting via Zoom.
- Sent out weekly BOLO emails to the Security Directors email list.
- Conducted regular maintenance of bikes.

	Jan/Feb 2021	Jan/Feb 2022
Citizen Contacts	204	260
Panhandlers/Unhoused	12	26

**Operations:**

- Evaluated BID programs and strategies with new CEO.
- Installed 26 CCTV cameras throughout in the district.
- Scheduled document shredding events for May 11<sup>th</sup> & 12<sup>th</sup>.
- Distributed the 1<sup>st</sup> Qtr. Gateway LA Newsletter.
- Provided Gateway LA parking garage access cards to SLO Luis Pinell.
- Conducted daily trash pickup, weeding and Century Blvd. median maintenance.
- Conducted daily district walks to help identify quality of life issues.
- Ordered new clean team supplies (paint, graffiti remover, brooms, gloves, etc.).
- Removed graffiti, signs and stickers from street poles, signs, and electrical boxes.
- Reported potholes, illegal dumping, water leaks, bulk items, and large graffiti to 311.
- Contacted LODOT for Bellanca Ave. & 98<sup>th</sup> Street parking enforcement.
- Reported abandoned luggage carts to SmartCarte.

Submitted by: Michael Russell, Chief Operating Officer

5. **CCTV Camera System – Verkada** **Reisa Elden**  
*Presentation by Verkada – Danny Shulman – showing the features of the CCTV camera system.*
  
6. **LAWA – LAMP Construction Updates** **Stephanie Sampson**  
*Update on passenger traffic, COVID testing/vaccinations, construction updates*
  
7. **Community Updates: CD11 / Stakeholders / LAX Coastal Chamber**  
*Miscellaneous updates from Geoff Thompson/ CD11 and Christina Davis / LAX Coastal Chamber of Commerce.*
  
8. **New Business**  
*No new business.*