

SUMMARY ACTION MINUTES
(Action Items Displayed in *Italics*)
Virtual Meeting

I. ROLL CALL

Chair Myers, Vice Chair Ramos and Commissioners Adamson (arrived 10:13), Bunyan, Chinn, Dobmeier, Coronado Hughes, Harrell, Johannes, Sarkis, Senft, Thoms, and Yauger (left 10:40) were present. Commissioner Lawrence-Adams was an excused absence.

II. PUBLIC COMMENTS

At this time, members of the public may address the Commission on items of public interest that are within the jurisdiction of the Commission, and are not contained in today's agenda.

No comments received.

III. CONSENT CALENDAR (Item A)

The following item on the consent calendar will be reviewed and accepted unless a Commission member requests a change to a specific item.

A. Review Summary Action Notes for March 3, 2020.

Notes accepted.

IV. STAFF REPORT (Items A-D)

A. General Update

OC Parks Staff will provide an update on operations.

OC Parks Deputy Director Pam Passow introduced herself to the Commission and answered questions.

B. Cultural Resources Operations Facility Update

OC Parks Staff will give an update on the recent happenings within the Cultural Resources Operations at each of the historical facilities within the section.

Dennis Shaffer gave a detailed report of each historic site within the Cultural Operations Group, as well as the Cooper Lab operations and answered questions.

- *OC Parks staff will alert the Commission of any future fires, park closures, or artifact relocation.*

C. Update on Blue Lantern Gazebo

OC Parks Staff will give an update on the most recent progress with the restoration of the gazebo at the Sampson Overlook Park in Dana Point Harbor.

Dennis Shaffer shared the most recent information regarding the restoration project at the Sampson Overlook Park. He will bring any new information to future meetings.

D. Review of Program Tracking Document

OC Parks Staff will review the document with the Commission and answer any questions about current status of specific projects.

Commissioners reviewed the document and ongoing projects.

- *The name will be changed to Planning Status Report, and requested edits from Commissioners will be made.*
- *Addition of the app project and plaque photo project to the document.*

V. COMMISSION ITEMS (Items A-C)

A. Oral History Program Update

OC Parks Staff will give an update on the status of the Commission's oral history project, and present the documentation created to establish the program.

RECOMMENDED ACTION:

The Advisory Team will review the program, make recommendation and edits and report back to staff at the December meeting their decision to approve the program.

Heather Glasgow reviewed the documents for the proposed Oral History Project and answered questions.

- *Commissioners were advised to give any feedback on the documents to the Planning Advisory Team, who will then come with a recommendation to approve or deny the project at the December meeting.*

B. Selection of Nominating Committee

The Commission Chair will ask for three Commissioners to volunteer for the committee that will create the slate of nominees for the 2021 Officers.

RECOMMENDED ACTION:

The Chair will discuss and select 3 members to form a Nominating Committee, to discuss a slate of nominees for Chair and Vice Chair for 2021 to be discussed at the December meeting.

- *Commissioners Coronado Hughes, Epting, and Sarkis volunteered to form the Nominating Committee. They will present the slate of nominees at the December meeting.*

C. Action Teams Status Reports

Planning Advisory Team- *Will be reviewing the Oral History Project documents.*

Collaboration Team- *Ready to schedule a new date for the networking event when large gatherings are once again allowed.*

Finance Team- *No report.*

Administration Team- *No report.*

Public Engagement Team- *Vice Chair Ramos will submit 2 plaque applications for review to the Administration Team.*

Each Action Team leader will give a status report on any changes to their projects.

RECOMMENDED ACTION:

Receive and file.

VI. COMMISSION COMMENT AND REPORT

At this time Commissioners may comment on agenda or non-agenda matters and ask questions of or give direction to staff, provided that no action may be taken on off-agenda items unless authorized by law.

VII. ADJOURNMENT 11:51 am.