



MINUTES

EXECUTIVE COMMITTEE MEETING
11:30 AM, Tuesday, June 27, 2006
FilmL.A., Inc. Conference Room
450 S. Bixel Street, Suite T-800
Los Angeles, CA 90017

- I. CALL TO ORDER. The meeting was called to order at 11:46 AM by Chair Jean Prewitt, notice having been given at the previous Executive Committee meeting. The following Directors, constituting a quorum of the Executive Committee, were present: Steve Caplan, John Connolly, Pamm Fair, Joyce Foster, Jean Prewitt, Lisa Rawlins, Bryan Unger and Randy Winograd (via phone). Steve Dayan was absent. Staff present were Steve MacDonald, Michael Bennett, Michael Bobenko, Donna Wells, and Philip Sokoloski.
- II. APPROVAL OF MINUTES OF EXECUTIVE COMMITTEE MEETING OF MAY 23, 2006. Upon motion of Joyce Foster, seconded by Pamm Fair, the Minutes were unanimously approved as submitted.
- III. PRESIDENT'S REPORT.
 - A. CITY CONTRACT RENEWAL. Steve MacDonald reported that a 12-month extension of FilmL.A.'s contract with the City of Los Angeles had been signed. The extension provisions include a 90-day period of discussion related to insurance verification.
 - B. STRATEGIC PLANNING. The RFP for a facilitator has gone out, and a bidders' conference will be held on 6/29/06.
 - C. TECHNOLOGY UPDATE. Development of FilmL.A.'s new permit software system is on schedule and in the "wireframes" stage. The new system is expected to include a limited GIS element at launch. Software to support a new accounting system will be deployed after review by the Operations Subcommittee.
 - D. FILMLA. STAFFING. FilmL.A. employees received new service and skills development training in June. The company continues to monitor service levels with regular reports from the SST Group.
 - E. LOCAL FILMING ISSUES. The filming-fee waiver for use of City-owned facilities, included in the City budget, will take affect after approval by the City Council, probably in August. The Board of Supervisors approved an increase in County Fire filming fees, and a meeting with County Fire about Fire Safety Officer assignments is pending. In addition, meetings are being scheduled with the Department of Public Works regarding directional signs, and Department of Transportation to discuss posting and street closures. Conditions for filming in the Old Bank District of downtown LA will be discussed at a meeting hosted by CD9.

- F. BUSINESS DEVELOPMENT. MacDonald reported that FilmL.A. was responding to meetings or written requests seeking film coordination and/or marketing services, from the Los Angeles County Metropolitan Transportation Authority, LA City College, and the Burbank Unified School District.

- IV. CLOSED SESSION. The Executive Committee met in closed session to confer with legal counsel on pending litigation, contract issues, and strategic planning. No action was taken nor was any solicited.

- V. OLD BUSINESS. No old business was raised.

- VI. NEW BUSINESS
 - A. NEW DIRECTOR OF COMMUNITY RELATIONS. Steve MacDonald announced that Tracy Thomas had been hired to as director of community relations for FilmL.A.
 - B. AICP SHOW. Director Steve Caplan announced that the Association for Independent Commercial Producers will honor a local filming advocate at its annual show at LACMA.

- VII. NEXT MEETING – The Committee directed Philip Sokoloski to circulate a list of potential dates for the next meeting.

- VIII. ADJOURNMENT. There being no further business to come before the Executive Committee, the meeting was adjourned at 1:20 PM.