

**Cooperative Agricultural Support Services Authority**  
**Notice of Regular Teleconference Meeting of Board of Directors**

In accordance with the requirements of California Government Code section 54950, *et seq.*, notice is hereby given of a regular teleconference meeting of the Board of Directors of the Cooperative Agricultural Support Services Authority. This meeting shall be held in person and via teleconference. The meeting will be conducted in accordance with California Government Code section 54953(e)(1)(a) at the following time and locations:

**Meeting Date:**           **Thursday, October 27, 2022, 1:30 p.m.**

**Meeting Locations:** 1776 Tribute Rd., Suite 215, Sacramento, CA 95815  
173 Tom Bell Road, Weaverville, California

The public is invited to participate in person or remotely via the following:

**Public Participation Zoom Conference:**

<https://us02web.zoom.us/j/84415972864?pwd=TXV6VTJBQmxKWnBSYXJ3VXR5UliQT09>

Meeting ID: 844 1597 2864

Passcode: 158184

**Dial-In by Phone Instructions:**

+1 669 900 9128 US (San Jose)

Meeting ID: 844 1597 2864

Passcode: 158184

**AGENDA**

1. Call to Order & Roll Call  
Directors: Kevin Masuhara, Angela Blanchard, Humberto Izquierdo
2. Executive Officer's Report, presented by Executive Officer Sabrina L. Thomas.

**CONSENT CALENDAR ITEMS**

3. Approve Minutes of July 28, 2022, Regular Teleconference Board Meeting.

**NEW BUSINESS ITEMS**

4. CASS Financial Review for Fiscal Year June 2021 through July 2022, and Financial Review of Fiscal Year 2022-23 budget as of August 2022, presented by Chief Financial Officer Raechelle Gibbons.
  - Discussion item, no action required.

# Cooperative Agricultural Support Services Authority JPA

Board of Directors

Regular Teleconference Meeting

October 27, 2022

---

5. Amend Section II C. of the CASS Contract and Purchasing Procedures concerning Special Services and Supply Contracts to increase the Executive Officer's authority to award Special Services and Supply Contracts from less than \$50,000 to less than \$100,000 and increasing board's authorization to award supply from \$50,000 or more to \$100,000 or more, presented by General Counsel, Osman Mufti.
  - Resolution 2022-11: Adopt Resolution amending the contract and purchasing procedures section on supply contracts authorizing the Executive Officer to award contracts from less than \$50,000 to over \$100,000 and increasing board's authorization to award supply contracts from \$50,000 or more to \$100,000 or more.
6. Authorize the Executive Officer to apply for a line of credit for \$1.5M and utilize the same for the purpose of ensuring that CASS has sufficient reserve cash to cover payroll and operational expenses.
  - Resolution 2022-12: Adopt Resolution to apply for a line of credit for \$1.5M and utilize the same for purposes of ensuring sufficient cash flow to cover payroll and operational expenses.

## **CLOSED SESSION**

Once the closed session has ended, the board meeting will be reconvened in open session. The Chair will then make any announcements required by the Brown Act relative to reportable actions taken during the closed session.

- A. Conference with Legal Counsel – Existing Litigation (Government Code § 54956.9):  
Jose M. Bajonero and Mariela R. Anguiano v. Cooperative Agricultural Support Services; Sabrina Thomas  
Filed in San Diego Superior Court, Case Number- 37-2022-00004295-CU-OE-CTL

## **RECONVENE FROM CLOSED SESSION**

Report Out of Closed Session, if any.

---

Announcements or Updates from Board Members

Next Board Meeting is scheduled for Thursday, January 26, 2023, at 1:30 p.m.

# Cooperative Agricultural Support Services Authority JPA

Board of Directors

Regular Teleconference Meeting

October 27, 2022

---

## **PUBLIC ADDRESSES ON MATTERS NOT ON THE AGENDA**

Members of the public may comment on any item of interest to the public within the subject matter jurisdiction of CASS. Members of the public who wish to address a specific agenda item are requested to offer their comments during consideration of that item.

## **ADJOURNMENT**

## **NOTES:**

The Board may take action on any matter, however listed on this Agenda, and whether or not listed on this Agenda, to the extent permitted by applicable law. Staff Reports are subject to change without prior notice.

If requested, this agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Board Clerk for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting, should telephone or otherwise contact the Board Clerk as soon as possible.

The Board Clerk may be reached at 1776 Tribute Road, Suite 215, Sacramento, California 95815, or by telephone at (916) 445-1286.