

**WORLD TRADE CENTER SAN DIEGO, INC.
SPECIAL BOARD OF DIRECTORS MEETING**

Minutes

Wednesday, November 16, 2016

9:00 A.M.

San Diego International Airport

San Diego County Regional Airport Authority Administration Building

Tuskegee Conference Room

Call to Order: Chair Gleason called the special meeting of the Board of Directors of the World Trade Center San Diego, Inc. to order at 9:08 a.m., on Wednesday, November 16, 2016, in the Tuskegee Conference Room of the San Diego International Airport, SDCRAA Administration Building, 3225 N. Harbor Drive, San Diego, CA 92101.

Roll Call:

Present: Board Members: Robert H. Gleason, David Graham, Marshall Merrifield
Absent: Board Members: None

Public Comment: None

Reports and Action Items

1. APPROVAL OF MINUTES:

RECOMMENDATION: Approve the Minutes of the July 18, 2016 Board meeting.

ACTION: Moved by Board Member Graham and Seconded by Board Member Merrifield to approve staff's recommendation. Motion carried unanimously.

2. UPDATE ON 2016 WORK PLAN OUTCOMES AND RECEIVE DRAFT ANNUAL REPORT FOR FEEDBACK:

Nikia Clarke, Director, World Trade Center San Diego, provided an update on the 2016 Work Plan and Draft 2016 Annual Report, which included State of Trade and Investment; San Diego's Global Position; 2016 Outcomes – Export Pipeline, FDI Attraction and Retention, Global Identity; Key Client Work; Key Global Connections; and 2017 Priorities.

Board Member Merrifield recommended that more coordinated efforts be put forth to tap into international entities that visit the San Diego business community. He also stated that there is great interest in the "Made in San Diego" branding, and that this area should be explored more in 2017. He suggested that middle market companies should be encouraged to become more involved and that the annual report should reference imports as well as exports.

Chair Gleason requested that staff work with the San Diego Regional Economic Development Council (EDC) to establish metrics and stated that it is important to reference what the World Trade Center (WTC) is doing for its partners in the annual report.

Board Member Merrifield requested that staff present this information to the San Diego Unified Port District (SDUPD) Board of Commissioners at its meeting in January, 2017.

Chair Gleason stated that appointments made from EDC and WTC to the Global Competiveness Council should be noted in the report. He requested that feedback received at today's meeting be included in an updated "Draft" report for review at the next meeting.

RECOMMENDATION: Receive Update and Draft Annual Report.

ACTION: Moved by Board Member Graham and Seconded by Board Member Merrifield to revise the report based on the direction provided, and to provide the information to other partner agencies. Motion carried unanimously.

3. PRESENTATION OF CONFLICT OF INTEREST POLICY:

Amy Gonzalez, General Counsel, San Diego County Regional Airport Authority, and Dave Catalino, Attorney, SDUPD, provided an overview of the proposed Conflict of Interest Code of the World Trade Center San Diego, Inc.

Chair Gleason recommended that a second category be considered to allow flexibility and to truly reflect the activities and roles of some of the participating individuals. He stated that as for Directors' roles, the presented Conflict of Interest Code could be adopted today.

RECOMMENDATION: Adopt the drafted World Trade Center – San Diego Ethics Code/ Conflict of Interest policy.

ACTION: Moved by Board Member Merrifield and Seconded by Board Member Graham to remove references to staff members from the Policy and adopt the Conflict of Interest Code as it relates to Directors. Motion carried unanimously.

4. ADMINISTRATIVE SUPPORT OF WTC BOARD:

The Board concurred that the SDUPD would be handling the meetings for the next calendar year of 2017, and that the respective staff of the Authority and SDUPD determine where the official records are to be retained, and workout administrative support for the WTC Board in the coming year.

The Board also concurred that EDC staff will work with the Chair to prepare agendas.

The Board also recommended that legislative agendas for 2017 elevate the importance of exportation/importation industrywide.

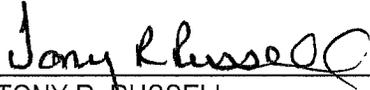
Adjournment: The meeting was adjourned at 10:30 a.m.

APPROVED BY A MOTION OF THE WORLD TRADE CENTER SAN DIEGO, INC. BOARD
THIS 29th DAY OF MARCH, 2017.



ROBERT H. GLEASON
CHAIR
WORLD TRADE CENTER SAN DIEGO, INC.
BOARD OF DIRECTORS

ATTEST:



TONY R. RUSSELL
DIRECTOR, CORPORATE AND INFORMATION
GOVERNANCE/AUTHORITY CLERK