

CCA Board Meeting

May 20, 2026

Agenda Items:

- ☐ Resolution No. 26-09 Approving Minutes from March 18, 2026 Regular Meeting
- ☐ Resolution No. 26-10 Approving New Personnel Policies

Closed Session

Resolution No. 26-09 - Approving Board Meeting Minutes

- **Background:** Board meetings were held on March 18, 2026
- **Discussion:** The draft meeting minutes were reviewed by Legal Counsel and the Board Chair
- **Recommendation:** It is recommended that the Board adopt Resolution No. 26-09, approving the meeting minutes from the March 18, 2026 board meeting

Resolution No. 26-10 Approving New Personnel Policies

Background:

- CFFA continues strengthening governance and compliance framework
- Need to address:
 - Statutory compliance requirements (CPRA)
 - Emerging operational and technology risks (AI use)
- **Two policies presented:**
 - BP 080 – Public Records Act Compliance
 - BP 913 – AI Governance and Use

Resolution No. 26-10 Approving New Personnel Policies, cont'

Discussion:

- **BP 080 – Public Records Act Compliance**
 - Establishes formal CPRA compliance structure
 - Centralized coordination via Public Records Coordinator
 - Standardized request handling (intake → review → production)
 - Ensures statutory timelines and proper exemptions
 - Board oversight through reporting metrics
- **BP 913 – AI Governance and Use**
 - Human oversight, accountability and confidentiality
 - Data protection and Transparency in AI-assisted work
 - Security & risk management
 - Requires risk-based evaluation before AI adoption

Recommendation:

- It is recommended that the Board approve the new personnel policies BP-080 **Public Records Act Compliance** and BP-913 **AI Governance and Use**

CLOSED SESSION