Mary Anne Rooney, Commissioner
PORT OF HUENEME
AGENDA

Structural Framework – Division of Roles and Responsibilities

Legal Issues

Employment and Management Issues

General Practices
WHAT - Board Member

As an Individual Board Member

• Represent the Citizens

HOW - Staff

As a Whole Board:

• Debate and create policy
• Provide oversight (not management)
• Set strategic direction including mission, objectives & strategies
• Financial issues
• Understand legislative authority and powers
• Select CEO
• Identify port’s strengths, weaknesses, risks
Structural Framework – Staff Role

The Staff’s Role:

- Inform and educate the board
- Provide an environment that allows board to represent the citizens and carry out its responsibilities
- Implement policy
- Run the day to day operations
Board member is not liable for an injury resulting from an act or omission in his or her discretion (CA Gov. Code Section 820.2)

Two Part Test:

1. Decision had to be made at policy or planning level
2. Decision cannot involve actual fraud, corruption, or malice
Board member not vicariously liable for injuries caused by the act or omission of the public entity or advisory body

• Public official is not immune from liability for injuries caused by his/her own wrongful conduct.
• Immunity for speech from dais
Transparency vs. Confidentiality

- Board member may not disclose confidential information obtained in closed session.
- Board member could face injunction or referral to grand jury for a willful violation.
- Port could face liability for improper disclosure.
- Practical difficulties if litigation later ensues.
Hiring (and Terminating) the CEO

• Hire a well qualified, competent and skilled candidate to get job done
• Answer to voters and/or rate payers about their choice
• Use a search firm?
• Role for legal counsel?
Employment Issues

Interacting with CEO

• CEO is the liaison between the Board and Staff
• Evaluate performance of CEO
• Empower the CEO (what motivates them?)
• Do not give staff instructions
General Practices for Commissioners

- Read materials, come to meetings prepared and ask questions.
- Get answers you need.
- Delegate authority needed to achieve mandate.
- Set a tone of accountability.
- Know the balance between day to day management and policy and oversight. Objectivity is lost if you are involved in both places.
Understanding Mandate

Elected Board / Harbors and Navigation Code / Special District of the State of California

Vision Statement
To operate as a **self-supporting** Port that enforces the principles of sound public stewardship maximizing the potential of maritime-related commerce and regional economic benefit.

Mission Statement
To be the preferred port for **specialized cargo** and provide the maximum possible economic and social benefits to our community and industries served.
Port of Hueneme held visioning workshops for development of strategic plan, engaging a diverse community brought forth a strong strategic direction and policy in the following areas:

- Economic Vitality and Business Retention
- Environmental Stewardship
- Innovation & Technology
- Marketing
- Strategic Partnerships
A Strong Example of What is Working

• The Board set high level policy in these areas.
• It gives staff the direction it needs to implement strategy on the day to day.
• See Port’s Strategic 2020 plan.
• This is achieved all through an open and transparent process, thereby serving both the community and the internal team well.

Port’s Strategic Plan: http://www.portofhueneme.org/2020-strategic-business-plan/
• Board members and staff members have different roles.
• Board sets policy and provides oversight. Not management.
• Staff implements policy. Not set policy.
• Must be transparency, integrity, and trust for Board and Staff to effectively carry out roles.