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human services**  
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**Board of Directors  
Minutes of Regular Meeting  
August 16, 2018**

**A. CALL TO ORDER**

The meeting was called to order by Alan Cohen, Board Chair, at 11:12 a.m., at the City Hall in Sand City.

**B. BOARD ROLL CALL**

City of Carmel – Darlene Mosley (arrived at 11:30, after CONSENT action item)  
City of Del Rey Oaks – Pat Lintell  
City of Marina – Nancy Amadeo  
City of Monterey – Mike Pekin  
City of Pacific Grove – Alan Cohen  
City of Salinas – (absent)  
City of Sand City – (absent)  
Carmel Unified School District – (absent)  
Monterey County Office of Education – (absent)  
Monterey Peninsula College – Loren Steck  
Monterey Peninsula Unified School District – Alana Myles  
North Monterey County Unified School District – (absent)  
Pacific Grove Unified School District – Cristy Dawson  
Santa Rita Union School District – (vacant/absent)  
Salinas Unified School District – (absent)

**C. STAFF & GUEST INTRODUCTIONS**

Robin McCrae, Chief Executive Officer  
Rosie Angulo, Administrative Services Manager  
Sharon Lagana, Chief Financial Officer  
Rob Rapp, Development Director  
Destini Colvin, Office Manager

**D. PUBLIC COMMENTS: None**

**E. CONSENT ITEMS:**

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on July 19, 2018.
2. Disbursements for the period of July 1, 2018 through July 31, 2018 in the amount of \$566,599.14.

- F. **UNIT PRESENTATION:** None
- G. **CEO REPORT:** Robin McCrae gave a report which was also included in the board packet.
- H. **DEVELOPMENT REPORT:** Rob Rapp gave a report that was also included in the board packet.

I. **COMMITTEE REPORTS:**

**Finance Committee** – Loren Steck reported out for the committee which met earlier that morning. The financial dashboard reflects accounts receivables over 60 days in the amount of \$176,961 due to slow payments from the county. A new line item has been added to the financial dashboard labeled as Allowance for Doubtful Accounts. Invoices will be submitted in hopes that the contracts will be renegotiated. The Income Statement reflects a year to date positive income of \$126,203.46, which includes allocations from CHS' JPA members.

J. **DISCUSSION/ ACTION ITEMS:**

1. Resolution to Authorize Licensing and Certification Application for the Outpatient Treatment Centers.

**Motion:** That the Board approve the resolution to authorize CEO Robin McCrae, to sign and submit licensing and certification applications as proposed.

K. **INFORMATION ITEMS**

Information items do not require Board action. The following reports were included in the board packet for review:

1. Unit Narratives
2. CHS Acronym List
3. Financial Reports
4. Personnel Summary

L. **JPA MEMBER REPORTS:** None.

M. **CHAIR COMMENTS:** Board Chair Alan Cohen thanked CHS' leadership team, staff and board members for a growing agency.

N. **REQUEST FOR NEXT MEETING:** None

O. **ADJOURNMENT:** The meeting was adjourned at 11:40 a.m.

**NOTE:** Support material for the agenda is available for public review at the CHS Administration Office, 2560 Garden Road, Suite 201-B, Monterey, CA 93940 on Tuesday and Wednesday immediately prior to the monthly Board Meeting.

The CHS Board meets regularly on the third Thursday of each month at 11:00 a.m. at Sand City City Hall, One Sylvan Park, Sand City, CA, unless otherwise noted. Board members unable to attend this meeting are asked to contact their alternate and call the CHS Administration Office at (831) 658-3811.

Respectfully submitted:



Robin McCrae  
Chief Executive Officer



Rosie Angulo  
Administrative Services Manager