



**Board of Directors
Minutes of Regular Meeting
November 15, 2018**

A. CALL TO ORDER

The meeting was called to order by Alan Cohen, Board Chair, at 11:09 a.m., at the City Hall in Sand City.

B. BOARD ROLL CALL

City of Carmel – Darlene Mosley
City of Del Rey Oaks – Pat Lintell
City of Marina – Nancy Amadeo
City of Monterey – Alan Haffa
City of Pacific Grove – Alan Cohen
City of Salinas – (absent)
City of Sand City – Mary Ann Carbone (arrived at 11:22 a.m. after CONSENT ITEMS)
City of Seaside – (absent)
Carmel Unified School District – Annette Yee-Steck
Monterey County Office of Education – Harvey Kuffner
Monterey Peninsula College – (absent)
Monterey Peninsula Unified School District – Alana Myles
North Monterey County Unified School District – (absent)
Pacific Grove Unified School District – Cristy Dawson
Salinas Unified School District – (absent)
Santa Rita Union School District – (vacant/absent)

C. STAFF & GUEST INTRODUCTIONS

Robin McCrae, Chief Executive Officer
Rosie Angulo, Administrative Services Manager
Sharon Lagana, Chief Financial Officer
Shawn Stone, Program Officer II
Kathi Patton, Bookkeeper II
Destini Colvin, Office Manager
Kelsey Hansen, Program Supervisor/Office Manager
Devon Corpus, Senior Program Officer
Rob Rapp, Development Director
Lenina Sanchez, Communications Coordinator

Teresa Andrade, Counselor III
Julia M. Vazquez, Counselor II

D. **PUBLIC COMMENTS:** None

E. **CONSENT ITEMS:**

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on October 18, 2018.
2. Disbursements for the period of October 1, 2018 through October 31, 2018 in the amount of \$549,789.27

M/S/C

N. Amadeo / C. Dawson

9/0/0

F. **UNIT PRESENTATION:** Counselor III Teresa Andrade and Counselor II Julia Montano Vazquez gave a brief presentation of the Drug and Alcohol Intervention Services for Youth (DAISY). The DAISY program provides intervention and education services for substance abusing youth ages 13-18 who are referred by parents, schools, Social Services, Monterey County Behavioral Health, Probation and Juvenile Drug Court. The program utilizes an evidence-based practice called The Seven Challenges which is a comprehensive counseling program for youth that incorporates working on alcohol and other drug problems. It is designed to motivate youth to evaluate their lives, consider changes they may wish to make and succeed in implementing the desired changes. The DAISY program provides individual, group and family counseling in English and Spanish covering motivation, goal setting, drug refusal skills, building a support network, planning for emergencies, coping with relapse, problem solving, anger awareness and management, effective communication, coping with cravings and managing depression.

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 included in the board packet.

I. **COMMITTEE REPORTS:**

Finance Committee – Annette Yee-Steck reported out for the committee which met earlier in the day. The financial dashboard reflects continuing large amounts in both the “current” and “over 30 days” receivables categories from the county. As of the beginning of this month CHS has received an additional \$375,000 from the county. Cash flow has been an ongoing structural challenge, due to the county being slow to reimburse for services. The income statement shows positive YTD net income. Overall, the agency’s finances look very positive.

J. **DISCUSSION/ ACTION ITEMS:**

1. FY 2017-18 Financial Audit

Motion: That the Board accept the 2017-18 Financial Audit, as presented.

M/S/C

A. Steck / N. Amadeo

10/0/0

2. Safe Place Facilities Project - Phase 2

Motion: That the Board approve additional funding in the amount of \$22,475.

M/S/C N. Amadeo / A. Haffa 10/0/0

3. Miscellaneous Policies

Motion: That the Board approve the Human Trafficking Policy as proposed.

M/S/C A. Haffa / M. Carbone 10/0/0

Motion: That the Board approve the General Media Policy/Social Media Policy/Email Policy as proposed.

M/S/C A. Haffa / N. Amadeo 10/0/0

Motion: That the Board approve the Video Surveillance Policy as proposed.

M/S/C A. Haffa / N. Amadeo 10/0/0

4. Lease 1079 S. Main St., Salinas

Motion: That the Board give staff authority to lease 1079 S. Main St., Salinas, if the space should become available.

M/S/C A. Haffa / N. Amadeo 10/0/0

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: Board Member Alan Haffa reported that The City of Monterey passed another Homeless Challenge Grant and hopes that other cities will follow.

Board Member Nancy Amadeo reported that she received an email from Kronick Law Firm stating that the California Bureau of Cannabis Control will no longer accept license applications due to an overload of applicants.

Board member Harvey Kuffner thanked Program Officer II Shawn Stone and Counselor II Jaqueline Frias for presenting the Substance Use Prevention Program curriculum to MCOE's board of directors. He said the board was very interested and impressed and glad to hear about the vaping curriculum and new services in King City.

- M. **CHAIR COMMENTS:** Board Chair Alan Cohen thanked DAISY counselors for their presentation. Alan also thanked staff and board members for attending the board meeting.
- N. **REQUEST FOR NEXT MEETING:** None
- O. **ADJOURNMENT:** The meeting was adjourned at 12:34 p.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