



**Board of Directors
Minutes of Regular Meeting
February 21, 2019**

A. CALL TO ORDER

The meeting was called to order by Alan Cohen, Board Chair, at 11:05 a.m., at the City Hall in Sand City.

B. BOARD ROLL CALL

City of Carmel – (absent)
City of Del Rey Oaks – Pat Lintell
City of Marina – (absent)
City of Monterey – (absent)
City of Pacific Grove – Alan Cohen
City of Salinas – Steve McShane (left at 11:56 a.m.)
City of Sand City – Mary Ann Carbone
City of Seaside – Mary Mitchell
Carmel Unified School District – Steve Gonzalez
Monterey County Office of Education – Harvey Kuffner
Monterey Peninsula College – Loren Steck
Monterey Peninsula Unified School District – Alana Myles
North Monterey County Unified School District – Kyle Samuels
Pacific Grove Unified School District – Cristy Dawson
Salinas Union High School District – Anthony Rocha
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
Kelsey Hansen, Office Manager/Program Supervisor
Kathi Patton, Bookkeeper II
Destini Colvin, Office Manager
Rob Rapp, Development Director
Lenina Sanchez, Communication Coordinator
Lawrence Lyonhardt, Founder of CHS

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on January 17, 2019.
2. Disbursements for the period of January 1, 2019 through January 31, 2019 in the amount of \$626,490.74.

M/S/C L. Steck/H. Kuffner/ 11/0/1

Mary Mitchell abstained.

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 which was also included in the board packet for review.

I. COMMITTEE REPORTS:

Finance Committee – The committee met earlier in the day. Harvey Kuffner opened the floor for questions from the board in lieu of presenting a report.

Personnel Committee – Harvey Kuffner reported out for the committee which met to discuss action item J.1 and J.2 which is included in the board packet for action.

J. DISCUSSION/ ACTION ITEMS:

1. Recovery Services Coordinator Job Description and Salary

Motion: That the Board approve the Job Description and Salary, as proposed, with the following changes: remove Clinician requirements and replace with AOD counselor requirements under “Job Qualifications.”

M/S/C S. McShane/A. Rocha 12/0/0

2. Reasonable Accommodation Policy

Motion: That the Board approve the policy as proposed.

M/S/C L. Steck/S. McShane 12/0/0

3. Service Animal Policy

Motion: That the Board approve the policy as proposed.

M/S/C S. McShane/M. Mitchell 12/0/0

4. Partnership with The Gathering for Women (Discussion Only)

5. Master Lease – 1160 Sonoma Avenue, Seaside

Motion: That the Board approve the proposal to master lease unit for sober living environment for women. Recommendation from the board to lock in the \$2,400 monthly lease for as long as possible.

M/S/C L. Steck/K. Samuels 11/0/0

Motion: That the Board approve adding emergency action item J.6 to the agenda

M/S/C K. Samuels/C. Dawson 11/0/0

6. Anniversary Gala Budget

Motion: That the Board approve the gala budget as proposed.

M/S/C K. Samuels/M. Mitchell 11/0/0

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: None.

M. CHAIR COMMENTS: Board Chair Alan Cohen welcomed new board member from the City of Salinas Steve McShane.

N. REQUEST FOR NEXT MEETING: None

O. ADJOURNMENT: The meeting was adjourned at 12:30 p.m.

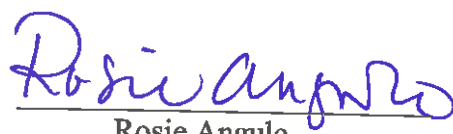
NOTE: Support material for the agenda is available for public review at the CHS Administration Office, 2560 Garden Road, Suite 201-B, Monterey, CA 93940 on Tuesday and Wednesday immediately prior to the monthly Board Meeting.

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