



**Board of Directors
Minutes of Regular Meeting
January 17, 2019**

A. CALL TO ORDER

The meeting was called to order by Alan Cohen, Board Chair, at 11:07 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 – (absent)
City of Monterey – Alan Haffa
City of Pacific Grove – Alan Cohen
City of Salinas – (absent)
City of Sand City – Mary Ann Carbone
City of Seaside – (absent)
Carmel Unified School District – Annette Yee-Steck
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 (arrived at 11:15 a.m. after
CONSENT ITEMS)
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
Shawn Stone, Program Officer II
Kati Patton, Bookkeeper II
Destini Colvin, Office Manager
Rob Rapp, Development Director
Lenina Sanchez, Communication Coordinator
Lilah Handler, Program Officer II

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on November 15, 2018.
2. Disbursements for the period of December 1, 2018 through December 31, 2018 in the amount of \$501,041.84.

M/S/C

L. Steck/M. Carbone

9/0/0

- F. UNIT PRESENTATION:** Program Officer II Lilah Handler and Communications Coordinator Lenina Sanchez gave a brief presentation on the new CSEC (Commercially Sexual Exploited Children) program. CHS is partnering with the County of Monterey to develop a holistic and multidisciplinary approach to identifying and providing services to youth who are survivors of CSEC and/or sex trafficking or those at risk of becoming a victim. Sexual exploitation has a broad definition which includes: child pornography, survival sex, exchange of goods and neglect. Sex trafficking refers to the transportation of people from one place to another for the purpose of sexual exploitation. The referral process will go as follows: A mandated reporter will report to Child Protective Services (CPS) that there may be a potential CSEC victim, CPS will then contact the Monterey Rape Crisis center who will intervene and depending on the age of the victim, they will be referred to the YWCA or Safe Place to receive services. Communications Coordinator Lenina Sanchez will be conducting the outreach and engagement portion for the CSEC program which includes outreach to community members, victims, law enforcement and first responders. Lenina has designed four different advertisements for the month of January for Human Trafficking Awareness Month that will be displayed on MST buses that will range in over 150 miles throughout Monterey County. The advertisement will include a hotline phone number that routes to the Monterey Rape Crisis Center where a counselor will be available 24 hours a day. Tip cards were created and distributed to law enforcement and first responders throughout Monterey County to properly identify victims.

- 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 – Annette Yee-Steck reported out for the committee which met earlier in the day. The financial dash board reflects continuing large amounts in over 30 days receivables from the county. CHS has received an additional \$120,000 from the county. Payments from the VA have been delayed up to 18 months and will be monitored by CEO Robin McCrae and CFO Sharon Lagana.

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

J. DISCUSSION/ ACTION ITEMS:

1. Patient Care Coordinator/Officer Manager Job Description and Salary

Motion: That the Board approve the Job Description and Salary as proposed, but adding Medi-Cal billing experience to the required job qualifications.

M/S/C A. Yee- Steck/C. Dawson 10/0/0

2. Maintenance Staff Job Description and Salary

Motion: That the Board approve the Job Description and Salary, as proposed.

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

3. Annual Resolution Authorizing Agency Signers

Motion: That the Board approve the resolution to authorize the CEO, CFO and Board Chair to sign contracts, grants and financial agreements as proposed.

M/S/C L. Steck/A. Yee-Steck 10/0/0

4. Corporate Resolution to Borrow

Motion: That the Board approve the Corporate Resolution to Borrow as proposed.

M/S/C L. Steck/C. Dawson 10/0/0

5. Resolution Designating and Authorizing Signers and Officers for All Financial Institutions.

Motion: That the Board approve the Resolution Designating and Authorizing Signers and Officers for All Financial Institutions as proposed.

M/S/C L. Steck /M. Carbone 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 Anthony Rocha expressed his excitement on being the new representative for the Salinas Union High School District. Anthony served 3 years on the Monterey County Mental Health Commission board for 3 years prior to joining Community Human Services board of directors. He is currently employed at Peacock Acres, a non-profit foster care agency.

- M. **CHAIR COMMENTS:** Board Chair Alan Cohen thanked all who were in attendance. He also welcomed new board member, Anthony Rocha, and new Program Officer II, Lilah Handler.
- N. **REQUEST FOR NEXT MEETING:** None
- O. **ADJOURNMENT:** The meeting was adjourned at 12:25 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