



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

A. CALL TO ORDER

The meeting was called to order by Alana Myles, Board Chair, at 11:02 a.m., at Sand City City Hall in Sand City, CA.

B. BOARD ROLL CALL

City of Carmel – Darlene Mosley
City of Del Rey Oaks – Pat Lintell
City of Marina – (absent)
City of Monterey – (absent)
City of Pacific Grove – (absent)
City of Salinas – (absent)
City of Sand City – (absent)
City of Seaside – (absent)
Carmel Unified School District – Annette Yee Steck
Monterey County Office of Education – Harvey Kuffner
Monterey Peninsula College – Victoria Phillips
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 – (absent)
Santa Rita Union School District – (vacant/absent)

C. STAFF & GUEST INTRODUCTIONS

Rosie Angulo, Administrative Services Manager
Robin McCrae, Chief Executive Officer
Sharon Lagana, Chief Financial Officer
Kathi Patton, Bookkeeper
Lenina Sanchez, Communications Coordinator
Shawn Stone, Senior Program Officer
Rob Rapp, Development Director
Marta Sullivan, Senior Program Officer
Teresa Andrade, Counselor III - DAISY
Laura Xirum, Counselor II - DAISY

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:
Motion to approve the Consent Items:

1. Minutes from the regular board meeting on October 17, 2019.
2. Disbursements for the period of October 1, 2019 through October 31, 2019 in the amount of \$561,497.41.

M/S/C **H. Kuffner / C. Dawson** **8/0/0**

F. UNIT PRESENTATION: Counselor III Teresa Andrade and Counselor II Laura Xirum gave a 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 for review. Robin also gave an update on the Access Program and contract.

H. DEVELOPMENT REPORT: Rob Rapp gave a report which was also included in the board packet for review.

I. COMMITTEE REPORTS:

Finance Committee – Board member Annette Yee Steck reported out for the committee which met earlier in the day. On the Dash Board, Accounts Receivable is high due to slow payments from the County; however, since the first of the month, we have received payments bringing those receivables down to approximately \$236,000. Dash Board also shows a JPA receivable of \$10,950 that is expected to be received soon.

J. DISCUSSION/ ACTION ITEMS:

1. FY 2018-19 Financial Audit

Motion: That the item be tabled till next meeting

M/S/C **A. Yee-Steck / K. Samuels** **8/0/0**

2. CFMC Special Purpose Fund

Motion: That the Board approve the Special Purpose Fund, with added recommendation to move forward with the medium term portfolio fund.

M/S/C **A. Yee Steck / C. Dawson** **8/0/0**

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 Alana Myles reported that she had a blast at CHS' 50th Anniversary Gala.

N. REQUEST FOR NEXT MEETING: None.

O. ADJOURNMENT: The meeting was adjourned at 12:10 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