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COMMUNITY HUMAN SERVICES

BOARD OF DIRECTORS

Regular Meeting

Thursday, January 21, 2021
11:00 a.m. – 1:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/82167116566?pwd=dXNHcm1lTG5YMjBpTUNlajBFcUp0QT09>

Meeting ID: 821 6711 6566

Password: 976758

Mobile – 1(669) 900-6833

AGENDA

Section/Page:

Item:

- A. **CALL TO ORDER**
- B. **BOARD ROLL CALL**
- C. **STAFF & GUEST INTRODUCTIONS**
- D. **PUBLIC COMMENTS**

Anyone wishing to address the board on matters not appearing on the Agenda may do so at this time. There will be a time limit of not more than three minutes for each speaker. No action will be taken on matters brought up under this item and all comments will be referred to staff. The public may comment on any matter listed on the Agenda at the time the matter is being considered by the board.

- E. **CONSENT ITEMS**

Items listed under the Consent agenda are considered to be routine and are acted on by the Board in one motion. There is no discussion on these items prior to the Board vote unless a member of the Board, staff, or public requests specific items be discussed and/or removed from the Consent agenda. The administration recommends approval on all Consent items. Each item on the Consent agenda approved by the Board shall be deemed to have been considered in full and adopted as recommended.

1. Minutes from the regular board meeting on November 19, 2020
2. Disbursements for the period of November 1, 2020 through November 30, 2020 in the amount of \$692,457.76 and period of December 1, 2020 through December 31, 2020 in the amount of \$528,864.13

F. UNIT PRESENTATION – Casa de Noche Buena

G. CEO REPORT – Robin McCrae

H. DEVELOPMENT DIRECTOR REPORT – Rob Rapp, Development Director

I. COMMITTEE REPORTS

1. Finance Committee
2. Strategic Planning Committee – Quarterly Report
3. Personnel Committee

J. DISCUSSION/ACTION ITEMS

1. Annual Resolution Authorizing Agency Signers

Recommendation: That the board approve the resolution authorizing the CEO, CFO, and Board Chair to sign agreements on behalf of the Agency, as proposed.

2. Corporate Resolution to Borrow

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

3. Resolution Designating and Authorizing Signers at Financial Institutions

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

4. Appointment to the Personnel Committee

Recommendation: That the board approve the appointment of Kyle Samuels to the Personnel Committee

5. Strategic Planning Committee Reclassification

Recommendation: That the board reclassify the Strategic Planning Committee from ad hoc to standing.

6. Personnel Policy Revisions – Final Review

Recommendation: That the board approve the Personnel Policy Revisions as recommended by the Personnel Committee and Legal Counsel.

7. Extension of Families First Coronavirus Response Act (FFCRA)

Recommendation: That the board extend the FFCRA deadline to March 31, 2021 for utilization of employees' one-time allotments of 80 hours.

8. Mandatory COVID-19 Vaccinations

Discussion/Action at the Pleasure of the Board

K. INFORMATION ITEMS

Information items do not require Board action. The following reports appear below or are attached as noted.

1. Unit Narratives – November & December 2020
2. CHS Acronym List
3. Personnel Summary – November 1 through December 31, 2020

Guillen, Elsa
Program Officer, CDNB
Hired: 11/09/2020

Hittner-McCohnay, Kathleen
Sr. Program Officer, FSC
Hired: 11/23/2020

Warburg Jason
PT Hourly Communications Coord.
Hired: 12/01/2020

Wheeler, Michael
Relief Staff, Genesis House
Hired: 12/07/2020

Bernabe, Sandra
Shelter Monitor, CDNB
Hired: 12/14/2020

Woods, Amber
Office Manager, CDNB
Separated: 11/12/2020

Vasconcellos-Short, Roslyn
Office Manager, Safe Place
Separated: 11/24/2020

Garcia, Amber
Counselor II, Safe Place-SOP
Separated: 12/29/2020

4. Communications Summary
 - a. CHS Employee Newsletter, December 2020
 - b. CHS Employee Newsletter, January 2021

L. JPA MEMBER REPORTS

M. CHAIR COMMENTS

N. ADJOURNMENTS

NOTE: Support material for 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, 1 Pendergrass Way Sand City, CA, unless otherwise noted. Board members unable to attend this meeting are asked to contact their Alternate and call Administrative Services Manager Rosie Angulo at the CHS Administration Office, (831) 658-3811.