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**BOARD OF DIRECTORS
MINUTES OF REGULAR BOARD MEETING
March 18, 2021**

HELD VIA ZOOM DUE TO COVID-19 SHELTER IN PLACE ORDER

A. CALL TO ORDER

The meeting was called to order by Alana Myles, Board Chair, at 11:03 a.m. via Zoom.

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 – (absent)
City of Sand City – MaryAnn Carbone
City of Seaside – Mary Mitchell
Carmel Unified School District – Tess Arthur
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 – (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
Destini Colvin, Administrative Services Manager
Marta Sullivan, Senior Program Officer
Shawn Stone, Sr. Program Officer
Rob Rapp, Development Director
Kathleen Hittner-McConahy, Sr. Program Officer
Kathi Patton, Bookkeeper II
Annette Yee Steck, CHS Finance Committee
Mark Shuman
Rosalyn Green, MPC Board Alternate

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on February 18, 2021.
2. Disbursements – for the period of February 1, 2021 through February 28, 2021 in the amount of \$756,211.21.

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

Motion: To move items F & G to the end of the meeting and to move action item I.2 before the committee reports due to scheduling.

M/S/C C. Dawson/K. Samuels 10/0/0

F. CEO REPORT: - Robin McCrae gave a report which was also included in the board packet for review.

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

H. COMMITTEE REPORTS:

1. Finance Committee – Annette spoke out for the committee which met earlier in the day. The Accounts Receivable reflects a year-to-date amount of \$1,107,243. Since the end of month into March, CHS has received \$366k which brings it down to about \$740k in receivables. The Income Statement reflects an actual year to date \$6,105,96317. The income is much higher than the budget and expenditures are less.

2. Audit Committee – Alana spoke out for the committee which met on March 8, 2021 to review the 3 RFP responses. The Audit Committee agreed on Bianchi, Kasavan & Pope to conduct the audit. The Audit Committee also reviewed the 2019 990 form.

I. DISCUSSION/ ACTION ITEMS:

1. CEO Compensation

Motion: That the board approve to amend the employment contract of the CEO to increase compensation and authorize Board Chair to sign.

M/S/C H. Kuffner/C. Dawson 10/0/0

2. Expansion of Homeless Services – Franklin Street Proposal

Presentation/Discussion: The Board gave CEO Robin McCrae direction to continue to explore the Franklin Street proposal. An *ad hoc* committee was appointed to meet and discuss next steps.

3. FY 2021-2022 JPA Allocation Requests

Motion: That the Board approve the FY 2021-22 JPA allocation requests as proposed, with a 1.7% increase from what was received in FY 2020-21 for all members except MCOE; and a request of \$10,775 for MCOE (the FY 2020-21 unfunded request).

M/S/C C. Dawson/T. Arthur 9/0/1
Harvey Kuffner abstained.

4. Trade-In and Purchase Van

Motion: That the Board approve the trade-in of a 12-passenger van and the purchase of a 10-passenger van for Genesis House, not to exceed \$30,000.

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

5. Establish New Counselor Position (I or II) at Off Main Clinic

Motion: That the Board approve the new counselor position at Off Main Clinic, as proposed.

M/S/C K. Samuels/C. Dawson 10/0/0

J. 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. Personnel Summary

L. JPA MEMBER REPORTS: None.

M. CHAIR COMMENTS: Board Chair Alana Myles invited all board members to the Casa de Noche Buena virtual groundbreaking that will be held on Sunday March 21, 2021. Alana also requested that Monterey Peninsula Unified School District post the Casa de Noche groundbreaking flyer to the MPUSD website. Alana wished everyone a good weekend.

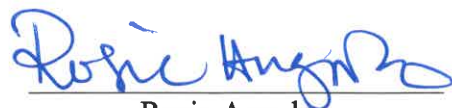
N. ADJOURNMENT: The meeting was adjourned at 1:03 p.m.

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