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human services**

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**COMMUNITY HUMAN SERVICES**

**BOARD OF DIRECTORS**

Thursday, December 16, 2021

**NOTE ►** 11:00 a.m. – 1:00 p.m.

**NOTE ►** Join Zoom Meeting

<https://us02web.zoom.us/j/86764633276?pwd=OExvbzVIUHdPYmhFZTdjV1BNcEVtZz09>

Meeting ID: 867 6463 3276

Password: 321618

Mobile – 1(669) 900-6833

**REGULAR MEETING AGENDA**

- 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 18, 2021.
2. Disbursements for the period of November 1, 2021 through November 30, 2021 in the amount of \$738,424.21
3. Resolution to Authorize Remote Teleconferencing Meetings

F. UNIT PRESENTATION – None

G. CEO REPORT – Robin McCrae

H. DEVELOPMENT DIRECTOR REPORT – Robin McCrae

I. COMMITTEE REPORTS

1. Executive Committee (Standing)
2. Personnel Committee (Standing)

J. DISCUSSION/ACTION ITEMS

1. FY 2020-21 Financial Audit

**Recommendation:** That the board accept the 2020-21 Financial Audit, as presented.

2. Parking Lot Monitor Job Description

**Recommendation:** That the board approve the Parking Lot Monitor Job Description, as recommended by the Personnel Committee.

3. Emergency Succession and Planned Succession Plans

**Recommendation:** That the board approve the emergency and planned succession plans for the Chief Executive Officer position, as recommended by the Executive Committee.

K. INFORMATION ITEMS

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

1. Unit Narratives – November 2021
2. CHS Acronym List
3. Financial Reports – Refer to Finance Committee Agenda
4. Personnel Summary – November 2021

Ogas, Rosa Linda  
Sr. PO, FSC

Garcia, Miriam  
Drug Resource Specialist, SUPP

Hired: 11/01/2021

Hired: 11/03/2021

Hittner-McConahy, Kathleen  
Sr. PO, FSC  
Separated: 11/05/2021

Laine, Deborah  
Counselor III, OMC  
Separated: 11/30/2021

5. Communications Summary –
  - a. CHS December Employee Newsletter

- L. JPA MEMBER REPORTS
- M. CHAIR COMMENTS
- N. REQUESTS FOR NEXT MEETING/AGENDA
- O. ADJOURNMENT

**NOTE:** Support material for agenda is available for public review at the CHS Administration Office, 2511 Garden Road, A-160, 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 Administrative Services Manager Rosie Angulo at the CHS Administration Office, (831) 658-3811.