



COMMUNITY HUMAN SERVICES

BOARD OF DIRECTORS

FINANCE COMMITTEE MEETING

10:00 a.m. – 10:30 a.m.

BOARD MEETING

NOTE ► 10:30 a.m. – 11:15 a.m.

Immediately preceding the Annual Luncheon

ANNUAL LUNCHEON

11:30 a.m.

LOCATION:

NOTE ► Embassy Suites

1441 Canyon Del Rey Seaside, CA 93955

or

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.

- 4-6 1. Minutes from the regular board meeting on June 15, 2023.
2. Disbursements for the period of June 1, 2023 through June 30, 2023, in the amount of \$1,185,861.00
- F. **UNIT PRESENTATION** - None
- 7-8 G. **CEO REPORT** – Robin McCrae
- 9 H. **COO REPORT** – Shawn Stone
- I. **DEVELOPMENT REPORT** – Combined with CEO Report
- J. **COMMITTEE REPORTS**
1. Finance Committee (Standing)
- K. **DISCUSSION/ACTION ITEMS**
- 10 1. Program Supervisor Part-Time Position to Full-Time
Recommendation: That the board approve
- 10-13 2. New Program Coordinator Job Description
Recommendation: That the board approve
- 14-21 3. Development Department Reorganization
Recommendation: That the board approve
- L. **INFORMATION ITEMS**
Information items do not require Board action. The following reports appear below and are attached as noted:
- 22-35 1. Unit Narratives – June 2023
36-37 2. CHS Acronym List
39-41 3. Financial Reports
4. Personnel Summary – June 2023

Cadenas, Anna Rosa
Drug Resource Specialist
Separated: 6/1/23

Perez, Gabriel
Relief Staff, GH
Separated: 6/12/23

Sullivan, Christina
Clinician FSC
Separated: 6/16/23

Hazen, Jennifer
Program Officer II, OMC
Separated: 6/19/23

Casillas, Yasmeen
Drug Resource Specialist
Separated: 6/30/23

White, Sophia
Relief Staff, GH
Hired: 6/1/23

Alvarez-Reyes, Samantha
Counselor, SV SOP
Hired: 6/5/23

Camacho, Jose
Counselor, SV SOP
Hired: 6/5/23

Leapaga, Jesse
Parking Lot Monitor, OMC
Hired: 6/5/23

Almanza, Monserrat
Clinician, FSC
Hired: 6/26/23

Cruz, Estrella
Drug Resource Specialist
Hired: 6/26/23

Aldrete, Cindy
Drug Resource Specialist
Hired: 6/26/23

Volzing, Makena
Drug Resource Specialist
Hired: 6/26/23

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5. Communication Summary –
 - a. CHS July Employee Newsletter

M. JPA MEMBER REPORTS

N. CHAIR COMMENTS

O. REQUESTS FOR NEXT MEETING/AGENDA

P. 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 Hall, 1 Pendergrass Way, Sand City, CA, 93955 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.