



community human services

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BOARD OF DIRECTORS MINUTES OF REGULAR BOARD MEETING June 15, 2023

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

or

Join Zoom Meeting

<https://us02web.zoom.us/j/86764633276?pwd=OExvbnZlUUhYPYmhFZTdjV1BncEVtZz09>

A. CALL TO ORDER

The meeting was called to order by Mary Ann Carbone, Board Chair, at 11:09 a.m.

B. BOARD ROLL CALL

City of Carmel – (absent)
City of Del Rey Oaks – Jeremy Hallock
City of Marina – Brian McCarthy
City of Monterey – Alan Haffa
City of Pacific Grove – Lori McDonnell
City of Salinas – (absent)
City of Sand City – Mary Ann Carbone
City of Seaside – Alexis Garcia-Arrazola (Zoom in-person @11:50)
Carmel Unified School District – Anne-Marie Rosen
Monterey County Office of Education – Annette Yee-Steck
Monterey Peninsula College – Loren Steck
Monterey Peninsula Unified School District – (absent)
North Monterey County Unified School District – (absent)
Pacific Grove Unified School District – (absent)
Salinas Union High School District – (absent)
Santa Rita Union School District – (absent)

C. STAFF & GUEST INTRODUCTIONS

Rosie Angulo, Administrative Services Manager
Robin McCrae, Chief Executive Officer
Tim Louis, Chief Financial Officer
Shawn Stone, Chief Operating Manager
Evangelina Ochoa, Senior Program Officer, Homeless Services
Elsa Guillen, Program Officer Casa De Noche Buena
Natalie Hoy, Grants Manager (zoom)
Kathi Patton, Bookkeeper II
Cynthia Zavala, Administrative Services Associate
Debbie Anthony Monterey Peninsula, Board Alternate

D. **PUBLIC COMMENTS:** None

E. **CONSENT ITEMS:**

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on May 18, 2023.
2. Disbursements for the period of May 1, 2023, through May 31, 2023, in the amount of \$1,790,565.22

M/S/C L. Steck / A. Rosen 9/0/0

F. **UNIT PRESENTATION:** None

G. **CEO REPORT:** Robin McCrae gave a report which was also included in the board packet.

H. **COO REPORT:** Shawn Stone gave a report which was also included in the board packet.

I. **DEVELOPMENT REPORT:** Combined with CEO Report

J. **COMMITTEE REPORTS:**

1. Finance Committee (Standing) – Annette Yee-Steck reported out for the committee which met earlier in the day. Finances continue to look very healthy. Accounts receivable over 30 days are down \$160K from last month and accounts receivable over 60 days down to \$9K. Income statement shows Year to Date Actual Net Income of \$807K. Overall financials are looking very strong. The committee also reviewed the FY 2023-24 Operating Budget which is included in the agenda for approval.
2. Nominating Committee (*ad hoc*) – Loren Steck reported out for the committee which met earlier in the month to discuss actions item K.2, which is included in the board packet for approval.

K. **DISCUSSION/ ACTION ITEMS:**

1. Declaration of “Indefinite Compensation”

Motion: That the Board approve the Indefinite Declaration, as proposed.

M/S/C A. Yee-Steck / A. Rosen 9/0/0

2. Board Chair, Vice Chair and Finance Chair Appointments for FY 2023-24

Motion: That the Board approve the Board Chair, Vice Chair and Finance Chair appointments, as proposed by the Nominating Committee.

M/S/C A. Haffa / A. Garcia Arrazola 9/0/0

3. Operating Budget for FY 2023-24

Motion: That the Board approve the FY 2023-24 Operating Budget, as recommended by the Finance Committee.

M/S/C J. Hallock / A. Garcia Arrazola 9/0/0

4. Strategic Plan FY 2023-24

Motion: That the Board approve the Strategic Plan FY 2023-24, as proposed.

M/S/C A. Haffa / A. Garcia Arrazola 9/0/0

5. Whistleblower Protection Policy

Motion: That the board approve the Whistleblower Protection Policy, as proposed.

M/S/C L. Steck / A. Rosen 9/0/0

L. 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 Summary
4. Personnel Summary

M. JPA MEMBER REPORTS:

Anne-Marie attended the Women's Ball and had a great time! Jeremy Hallock reported that he attended a social gathering and ran into former board member Pat Lintell; she is in good spirits and sends her love to CHS. Brian McCarthy attended a presentation from the County and Sun Street Centers regarding the Lee Law and asked other board members to share with their own entities.

N. CHAIR COMMENTS: Mary Ann Carbone reported that next month the board will be meeting at the Hilton Garden Inn in Monterey for our Annual Luncheon and regular board meeting.

O. REQUEST FOR NEXT MEETING: None

P. ADJOURNMENT: The meeting was adjourned at 12:40 p.m.

NOTE: Support material for the agenda is available for public review at the CHS Administration Office, 2511 Garden Road, Suite 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 1 Pendergrass Way Sand City CA, 93955 and via Zoom. 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