



COMMUNITY HUMAN SERVICES

BOARD OF DIRECTORS

Thursday, February 15, 2024
11:00 a.m.

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

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 January 18, 2024.
2. Disbursements for the period of January 1, 2024 through January 31, 2024, in the amount of \$1,062,582.72

F. **UNIT PRESENTATION** – Casa De Noche Buena

G. **CEO REPORT** – Robin McCrae

H. **COO REPORT** – Shawn Stone

I. **DEVELOPMENT REPORT** – Megan Whilden

J. **COMMITTEE REPORTS**

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

K. **DISCUSSION/ACTION ITEMS**

1. Add Youth Services Program Coordinator to Staffing Pattern/Budget

Recommendation: That the board approve the addition of Youth Services Program Coordinator to the staffing pattern and budget.

2. Revisions to CHS Personnel Policies 2500, 2700, 6200, 7200, 7400, 9100

Recommendation: That the board approve the policy changes as recommended by the Personnel Committee.

3. Revisions to SUPP/DAISY Counselor Job Descriptions re: Vacation Leave

Recommendation: That the board approve the changes in the job descriptions as recommended by the Personnel Committee.

4. County Plans for Community Services Center and Potential Impact on Casa de Noche Buena

Discussion/Action at the Pleasure of the Board

M. **INFORMATION ITEMS**

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

1. Unit Narratives – January 2024
2. CHS Acronym List
3. Financial Reports
4. Personnel Summary – January 2024

Velazquez, Berenise
Clinician I, FSC
Separated: 01/8/2024
Martinez, Gloria
Counselor II, OPTC MRY
Separated: 01/23/2024

Gonzalez, Mayra
Counselor, SV SOP
Separated: 01/11/2024

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

N. JPA MEMBER REPORTS

O. CHAIR COMMENTS

P. REQUESTS FOR NEXT MEETING/AGENDA

Q. 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.