



COMMUNITY HUMAN SERVICES

BOARD OF DIRECTORS

Thursday, March 21, 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 February 15, 2024.
2. Disbursements for the period of February 1, 2024 through February 29, 2024, in the amount of \$1,017,390.81

- F. **UNIT PRESENTATION** – None
- 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. FY 2024-2025 JPA Allocation Requests

Recommendation: That the board approve the FY 2024-2025 JPA allocation requests, as recommended by the Finance Committee, as recommended by the Personnel Committee.

- 2. Insurance Stipend

Recommendation: That the board approve the new Insurance Stipend, as recommended by the Personnel Committee.

- 3. Establish Petty Cash Funds for Salinas Valley Street Outreach Program, Shuman HeartHouse and Safe Place Salinas, as recommended by the Personnel Committee and Finance Committee.

Recommendation: That the board approve establishing petty cash funds for SV-SOP, SHH, and Safe Place Salinas, as recommended by the Finance Committee.

- 4. Corporate Resolution to Name New Custodian of 403(b) Plan: Lincoln Financial Group Trust Company

Recommendation: That the board approve the Corporate Resolution to name Lincoln Financial Group Trust Company as the new Custodian of the 403(b) Plan, as recommended by the Finance Committee.

- 5. CHS Personnel Policy Revisions

Recommendation: That the board approve CHS Personnel Policy Revisions, as recommended by the Personnel Committee.

- 6. Salary Schedule Improvement

Recommendation: That the board approve the Salary Schedule Improvement, as recommended by the Personnel Committee and Finance Committee.

M. INFORMATION ITEMS

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

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

Zavala, Jazmine
Communications Manager
Hired: 02/12/2024

Blumberg, Sonia
Counselor, Genesis House
Hired: 02/16/2024

5. Communication Summary –
 - a. CHS March 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.