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**BOARD OF DIRECTORS
MINUTES OF REGULAR BOARD MEETING
April 18, 2024**

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

A. CALL TO ORDER

The meeting was called to order by Mary Ann Carbone, Board Chair, at 11:12 a.m.

Mary Ann Carbone motioned to add action item K.5

M/S/C

B. Lusk / A. Rosen

11/0/0

B. BOARD ROLL CALL

City of Carmel – (Vacant)
City of Del Rey Oaks – Jeremy Hallock
City of Marina – (absent)
City of Monterey – Alan Haffa
City of Pacific Grove – Lori McDonnell
City of Salinas – Anthony Rocha
City of Sand City – Mary Ann Carbone
City of Seaside – (absent)
Carmel Unified School District – Anne-Marie Rosen (left @ 11:45)
Monterey County Office of Education – Annette Yee Steck
Monterey Peninsula College – Loren Steck
Monterey Peninsula Unified School District – Dr. Bettye Lusk
North Monterey County Unified School District – Ricardo Diaz
Pacific Grove Unified School District – Jennifer McNary
Salinas Union High School District – (absent)
Santa Rita Union School District – (absent)

C. STAFF & GUEST INTRODUCTIONS

Rosie Angulo, Administrative Services Manager
Tim Louis, Chief Financial Officer
Shawn Stone, Chief Operating Officer
Megan Whilden, Development Director
Cynthia Zavala, Administrative Services Associate

Kathi Patton, Bookkeeper II
Marta Sullivan, Senior Program Officer
Evangelina Ochoa, Senior Program Officer
Aracely Arias, Bookkeeper II
Brian Bogner, Counselor II OPTC

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on March 21, 2024.
2. Disbursements for the period of March 1, 2024, through March 31, 2024, in the amount of \$977,816.72

M/S/C **L. Steck / A. Rosen** **11/0/0**

F. UNIT PRESENTATION: Counselor II Brain Bogner gave a great PowerPoint presentation about our Outpatient Treatment Programs. Brain then opened the floor for questions.

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

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

I. DEVELOPMENT REPORT: Megan Whilden gave a report which was also included in the board packet.

J. COMMITTEE REPORTS:

1. Finance Committee (Standing) – Annette Yee Steck reported out for the committee. The dashboard shows a year-to-date net income of \$1.7M. Balance Sheet also looking good. The committee also discussed action item K.3 which is on the agenda for approval.
2. Facilities Committee (Standing) – The committee met on March 12 to discuss actions items K.4 which is on the agenda for approval.
3. Joint Executive & Strategic Planning Committee (Standing) - The committee met to discuss and plan the upcoming board retreat.

K. DISCUSSION/ ACTION ITEMS:

1. CHS Personnel Policy Revisions (9500 Drug Free Workplace)

Motion: That the board approve CHS Personnel Policy Revisions, as proposed.

M/S/C **A. Rocha / J. McNary** **11/0/0**

2. Revised Job Descriptions for Direct Service Staff in Drug Treatment Programs, under "Job Requirements"

Motion: To Table the Item

M/S/C **A. Rocha / A. Haffa** **11/0/0**

3. Insurance Stipend

Motion: That the board approve the new Insurance Stipend, as recommended by the Finance Committee.

M/S/C **A. Rocha / A. Yee Steck** **10/0/1**

4. Genesis House Bathroom Project – Bid Acceptance/Cost Overruns

No Action Taken

5. Corporate Resolution to appoint Robin McCrae, Chief Executive Officer as the authorized signatory of CHS to enter into Grant Subaward Agreement for Cal OES Homeless Youth Emergency Services and Housing Program.

Motion: That the board approve the Resolution as proposed.

M/S/C **B. Lusk / A. Rosen** **10/0/0**

M. 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

N. JPA MEMBER REPORTS: None

O. CHAIR COMMENTS: Mary Ann reminded board members of the board retreat on May 16th from 9 a.m. to 3 p.m. then closed the meeting with a moment of silence in honor of Pastor Kenneth Murray.

P. REQUEST FOR NEXT MEETING: None

Q. ADJOURNMENT: 12:59 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:



Shawn Stone
(Acting) Chief Executive Officer



Rosie Angulo
Administrative Services Manager