



**COMMUNITY HUMAN SERVICES**

**BOARD OF DIRECTORS**

Thursday, June 20, 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 May 16, 2024.
2. Disbursements for the period of May 1, 2024 through May 31, 2024, in the amount of \$1,086,144.18

- 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. Nominating Committee (ad-hoc)
- 3. Facilities Committee (Standing)
- 4. Personnel Committee (Standing)

K. **DISCUSSION/ACTION ITEMS**

- 1. Declaration of “Indefinite Compensation”

**Recommendation:** That the board approve the declaration, as proposed.

- 2. Election of Board Officers for FY 2024-25

**Recommendation:** That the board approve the slate of officers, as recommended by the Nominating Committee.

- 3. Operating Budget for FY 2024-25

(Available at the Budget Study Session & Regular Board Meeting)

**Recommendation:** That the board approve the Operating Budget for FY 2024-25, as recommended by the Finance Committee.

- 4. Genesis House CDBG Bathroom Project – Bid Acceptance/Direction to Staff

**Recommendation:** That the board authorize staff to accept the David Construction bid for 7 bathrooms and negotiate an additional 2 bathrooms, for an amount not to exceed \$400,000, as recommended by the Facilities Committee.

- 5. Job Title Change to Relief Staff & Shelter Monitor Position Classifications

**Recommendation:** That the Board approve the Title Change to Relief Staff and Shelter Monitor Job Descriptions, as recommended by the Personnel Committee.

6. New Job Descriptions and Salary Placements for SHARE Center

**Recommendation:** That the board approve the New Job Descriptions and Salary Placements for the SHARE Center, as recommended by the Personnel Committee.

7. Reduction of Force, Substance Use Prevention Program

**Recommendation:** That the board approve the reduction in hours from 40 per week to 16 per week in the Santa Rita School District and the loss of Greenfield Union School District contract.

**L. INFORMATION ITEMS**

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

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

Nava, Bianca  
Clinician I, FSC  
Hired: 5/13/24

Sartori, Trina  
Counselor I, GH  
Hired: 5/20/24

5. Communication Summary –
  - a. CHS June 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 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.