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**BOARD OF DIRECTORS  
MINUTES OF REGULAR BOARD MEETING  
June 20, 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 11:11 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 @11:19  
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  
Monterey County Office of Education – Annette Yee Steck  
Monterey Peninsula College – Loren Steck  
Monterey Peninsula Unified School District – Dr. Bettye Lusk left @1:00  
North Monterey County Unified School District – Ricardo Diaz  
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 Officer  
Rosa Linda Ogas, Senior Program Officer  
Cynthia Zavala, Administrative Services Associate  
Alan Cohen, board alternate

**D. PUBLIC COMMENTS: None**

**E. CONSENT ITEMS:**

Motion to approve the Consent Items:

1. Minutes from the regular board meeting on May 16, 2024.
2. Disbursements for the period of May1, 2024, through May 31, 2024, in the amount of \$1,086,144.18

M/S/C L. Steck / A. Rosen 10/0/0

**F. UNIT PRESENTATION: None**

**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: Robin McCrae 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, which met to review financials and FY 2024-25 budget. This has been our best year. The dashboard is strong with year-to-date net income of \$1.2M. Accounts receivable over 60 days reported \$416,848; since the report \$290K has been paid. Agency income statement shows that the projected positive will be between \$500-\$700k at the end of the FY.
2. Nominating Committee (ad-hoc) – The committee met on June 12<sup>th</sup> to discuss action item K.2.
3. Facilities Committee (Standing) – The committee met on June 12<sup>th</sup> to discuss action item K.4.
4. Personnel Committee (Standing) – The committee met on June 13<sup>th</sup> to discuss actions items K.5 & K.6.

**K. DISCUSSION/ ACTION ITEMS:**

1. Declaration of "Indefinite Compensation"

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

M/S/C A. Yee Steck / B. Lusk 11/0/0

2. Election of Board Officers for FY 2024-25

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

M/S/C B. Lusk / A. Haffa 11/0/0

3. Operating Budget for FY 2024-25

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

M/S/C L. Steck / A. Haffa 10/0/0  
Anthony Rocha recused himself from this discussion and did not vote

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

**Motion:** 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. Consciences was to have staff investigate a low interest loan as well.

M/S/C A. Yee Steck / B. Lusk 11/0/0

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

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

M/S/C A. Haffa / A. Yee Steck 10/0/0  
Anthony Rocha recused himself from this discussion and did not vote

6. New Job Descriptions and Salary Placements for SHARE Center

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

M/S/C A. Haffa / L. McDonnell 10/0/0  
Anthony Rocha recused himself from this discussion and did not vote

7. Reduction of Force, Substance Use Prevention Program

**Motion:** 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.

M/S/C J. Hallock / 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:** Board Members Alan Haffa reported that the City of Monterey received a grant to help homelessness.
- O. **CHAIR COMMENTS:** Mary Ann reminded all board members to save the date for CHS' Annual Luncheon on Thursday, July 18<sup>th</sup> from 11:30 to 1p.m. at Correl de Tierra Country Club.
- P. **REQUEST FOR NEXT MEETING:** None
- Q. **ADJOURNMENT:** 1:09 p.m.

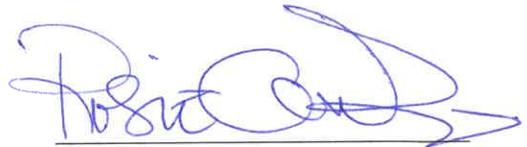
**NOTE:** Support material for the agenda is available for public review at the CHS Administration Office, 2511 Garden Road, Suite A-160, Monterey, CA 93940 on Tuesday and Wednesday immediately prior to the monthly Board Meeting.

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