



**COMMUNITY HUMAN SERVICES BOARD OF DIRECTORS
REGULAR BOARD MEETING**

Thursday, September 19, 2024
11:00 a.m.

LOCATION:

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

AGENDA

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. STAFF & GUESTS INTRODUCTIONS**
- D. PUBLIC COMMENT**

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 AGENDA**

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 August 15, 2024.
2. Disbursements for the period of August 1, 2024 through August 31, 2024, in the amount of \$996,474.13

- F. PRESENTATION OF CERTIFICATES OF COMMENDATION – To Street Outreach Program Staff Carlos Zavala, Raymond Sandoval, Lisa Navarro**

and Jose Camacho, presented by Senior Program Officer Evangelina Ochoa

- G. **UNIT PRESENTATION** – Off Main Clinic, Jessica Salinas
- H. **2024 HOMELESS CENSUS AND SURVEY PRESENTATION** – Robin McCrae
- I. **CEO REPORT** – Robin McCrae
- J. **COO REPORT** – Shawn Stone
- K. **DEVELOPMENT REPORT** – Combined with CEO Report
- L. **COMMITTEE REPORTS**

- 1. Finance Committee (Standing) – Annette Yee Steck
- 2. Personnel Committee (Standing) – Jeremy Hallock

M. **DISCUSSION/ACTION ITEMS**

- 1. Strategic Plan FY 2024-25

Recommendation: That the board approve the FY 2024-25 Strategic Plan, as proposed.

- 2. Reorganization of Homeless Youth Services-Monterey

Recommendation: That the board approve the reorganization of Homeless Youth Services-Monterey, as recommended by the Personnel Committee.

- 3. New Job Description – Program Officer, Homeless Youth Services-Monterey

Recommendation: That the board approve the job description for Program Officer of Homeless Youth Services-Monterey, as recommended by the Personnel Committee.

- 4. Establish Petty Cash Funds for SHARE Center

Recommendation: That the Board establish petty cash funds for the SHARE Center, as recommended by the Finance Committee.

N. **INFORMATION ITEMS**

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

- 1. Unit Narratives – August 2024
- 2. CHS Acronym List

3. Financial Reports
4. Organizational Chart
5. Personnel Summary – August 2024

Truesdale, Alicia
 Support Counselor I, GH
 Separated: 8/5/24

Rubio, Michael
 Counselor II, OPTC
 Separated: 8/6/24

Cruz, Estrella
 Drug Resource Specialist
 Separated: 8/8/24
 Martinez, Celina
 Support Counselor I, GH
 Separated: 8/25/24

Costales, Ashely
 Support Nurse, OMC
 Separated: 8/16/24
 Malecha, Tye
 Parking Lot Monitor, OMC
 Separated: 8/30/24

Bejarano, Jessica
 Office Assistant, FSC-Seaside
 Hired: 8/5/24

Ojeda-Serrano, Lucy
 Supervised Visitation Monitor
 Hired: 8/15/24

Ibarra, Maria
 Office Manager, SHARE
 Hired: 8/18/24

Torres, Antonia
 Support Counselor I, SHARE
 Hired: 8/19/24

Green, Allison
 Case Manager, SHARE
 Hired: 8/26/24

Mallobox, Michael
 Support Counselor II, SHARE
 Hired: 8/26/24

Torres-Mora, Desiree
 Program Officer II, SHARE
 Hired: 8/26/24

5. Communication Summary –
 - a. CHS September Employee Newsletter
 - b. Child & family behavioral health services from Montage Health

O. JPA MEMBER REPORTS

P. BOARD CHAIR COMMENTS

Q. REQUESTS FOR NEXT MEETING AGENDA

R. 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.