



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

Thursday, November 21, 2024
11:00 a.m.

LOCATION:

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

*Board member Annette Yee Steck will participate, via facetime, from a remote location:
Hyatt Regency San Francisco Airport
1333 Bayshore Highway
Burlingame, CA 94010

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 September 19, 2024.

2. Disbursements for the period of October 1, 2024 through October 31, 2024, in the amount of \$1,103,355.51

F. **UNIT PRESENTATION** – SHARE Center, Shawn Stone & Desiree Mora

G. **CEO REPORT** – Robin McCrae

H. **COO REPORT** – Shawn Stone

I. **DEVELOPMENT REPORT** – Combined with CEO Report

J. **COMMITTEE REPORTS**

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

K. **DISCUSSION/ACTION ITEMS**

1. FY 2023-24 Financial Audit

Discussion only.

2. Additional Support Counselor Hours, Casa De Noche Buena

Recommendation: That the board approve additional Support Counselor hours as recommended by the Personnel Committee.

N. **INFORMATION ITEMS**

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

1. Unit Narratives – September & October 2024
2. CHS Acronym List
3. Financial Reports Statistics Reports 1st Quarter
4. Personnel Summary – September & October 2024

Arias, Roseanna
Office Assistant, SHARE Center
Separated: 9/17/24

Sanchez, Paula
Support Counselor I, CDNB
Separated: 9/21/24

Balza, Brittani
Counselor I, OMC
Separated: 9/25/24

Pacheco, Claudia
Support Counselor, Safe Passage
Separated: 10/4/24

Aguirre, Mireya
Drug Resource Specialist, SUPP
Separated: 10/11/24

Ogas, Rosa Linda
Sr. Program Officer, FSC
Separated: 10/11/24

Rollins, Brian
Support Counselor I, Safe Place
Separated: 10/9/24

Hendricks, Skyer
Support Counselor I, SHARE Center
Separated: 10/17/24

Soper, Steven
Support Counselor I, SHARE Center
Hired: 9/1/24

Koehnen, Patricia
Support Counselor I, SHARE Center
Hired: 9/11/24

Leyva, Veronica
Support Counselor I, SHARE Center
Hired: 9/24/24

Lazaro, Estephania
Support Counselor II, SHARE Center
Hired: 10/7/24

Virgen, Victor
Supervised Visitation Monitor, FSC
Hired: 10/7/24

Kane, Michelle
Clinician I, FSC
Hired: 10/8/24

Miller, Amy
Human Resources Director, Admin
Hired: 10/8/24

Garcia, Sandra
Counselor I, OPTC-MTRY
Hired: 10/8/24

Estrada, Erika
Support Nurse, OMC
Hired: 10/8/24

Mejia, Merly
Case Manager/Housing Navigator
Hired: 10/21/24

Garcia-Pena, Guadalupe
Support Counselor I, SHARE Center
Hired: 10/28/24

Gagon-Smith, Valerie
Support Counselor I, SHARE Center
Hired: 10/28/24

Arana, Jaime
Support Counselor I, SHARE Center
Hired: 10/28/24

5. Communication Summary –
 - a. CHS October & November Employee Newsletter

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.