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**BOARD OF DIRECTORS
MINUTES OF REGULAR BOARD MEETING
September 19, 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 11:10 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 – (absent)
City of Pacific Grove – Lori McDonald
City of Salinas – Anthony Rocha (arrived @11:26)
City of Sand City – Mary Ann Carbone
City of Seaside – (absent)
Carmel Unified School District – (absent)
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 – (absent)
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
Cynthia Zavala, Administrative Services Associate
Evangelina Ochoa, Senior Program Officer
Marta Sullivan, Senior Program Officer
Alan Cohen, City of Pacific Grove board alternate
Sarra Huerta, Counselor II
Cindy Fleshman, Counselor II
Carlos Zavala, Program Coordinator

Lisa Navarro, Case Manager/Housing Navigator
Raymond Sandoval, Counselor I
Jose Camacho, Counselor I
Alison Hayden, Counselor I

D. PUBLIC COMMENTS: None

E. CONSENT ITEMS:

Motion to approve the Consent Items:

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

M/S/C

L. Steck / B. Lusk

8/0/0

F. PRESENTATION OF CERTIFICATES OF COMMENDATION: Presented by Senior Program Officer Evangelina Ochoa to Street Outreach Program Staff Carlos Zavala, Raymond Sandoval, Lisa Navarro, and Jose Camacho, for quick and heroic action that saved the life of a man suffering from an opioid overdose.

G. UNIT PRESENTATION: Sarra Huerta Counselor II at the Off Main Clinic gave a very informative presentation on Medication-Assisted Treatment (MAT). Sarra and Cynthia Fleshman, Counselor II, also opened the floor for Q & A. Board members requested follow-up information on Xylazine and Kratom.

H. 2024 HOMELESSNESS CENSUS AND SURVEY PRESENTATION: Robin McCrae

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

J. COO REPORT: Included in the board packet.

K. DEVELOPMENT REPORT: This report was incorporated into the CEO Report.

L. COMMITTEE REPORTS:

1. Finance Committee (Standing) – Annette Yee Steck reported out for the committee, which met earlier in the day. The dashboard is looking very healthy with year-to-date net income of \$400K. That number will go down to \$100k after deferred revenue is booked. Agency income statement and dashboard are showing strong current year and year to date figures. Thank you to CFO Tim Louis for adding staffing numbers to the dashboard.
2. Personnel Committee (Standing) – Jeremy Hallock reported out for the committee, which met on September 13th to discuss action items M.2 & M.3 which are on the agenda for review and approval.

M. DISCUSSION/ ACTION ITEMS:

1. Strategic Plan FY 2024-25

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

M/S/C L. Steck / L. McDonald 8/0/0

2. Reorganization of Homeless Youth Services – Monterey

Motion: That the board approve the Reorganization of Homeless Youth Services – Monterey, as recommended by the Personnel Committee.

M/S/C A. Yee Steck / L. Steck 8/0/0

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

Motion: That the board approve the New Job Description Revision for Program Officer, Homeless Youth Services – Monterey, as recommended by the Personnel Committee.

M/S/C A. Yee Steck / J. Hallock 8/0/0

4. Establish Petty Cash Funds for the SHARE Center

Motion: That the board Establish Petty Cash Funds of \$250 for SHARE Center, as recommended by the Finance Committee.

M/S/C A. Yee Steck / L. Steck 8/0/0

N. 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. Organizational Chart
5. Personnel Summary

O. JPA MEMBER REPORTS: None

P. CHAIR COMMENTS: Board Chair Mary Ann Carbone invited everyone to Sand City's We Fest happening September 30 – October 4.

Q. REQUEST FOR NEXT MEETING: No Board Meeting in October

R. ADJOURNMENT: 12:36 p.m.

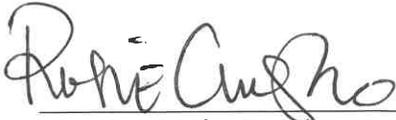
NOTE: Support material for the agenda is available for public review at the CHS Administration Office, 2511 Garden Road, Suite A-160, Monterey, CA 93940 on Tuesday and Wednesday immediately prior to the monthly Board Meeting.

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