



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

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

LOCATION:

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

*Board members Annette Yee Steck & Loren Steck will participate, via phone conference, from a remote location:
2011 Iwi Way
Honolulu, HI 96816

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 November 21, 2024.
2. Disbursements for the period of November 1, 2024 through November 30, 2024, in the amount of \$1,269,930.24

F. **PRESENTATION OF DRAFT AUDIT** - Bianchi, Kasavan, & Pope, LLC

G. **UNIT PRESENTATION** – None

H. **CEO REPORT** – Robin McCrae

I. **COO REPORT** – Shawn Stone

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

K. **COMMITTEE REPORTS**

1. Finance Committee (Standing) – Annette Yee Steck
2. Audit Committee (Standing) – Tim Louis
3. Facilities Committee (Standing) – Loren Steck

L. **DISCUSSION/ACTION ITEMS**

1. FY 2023-24 Financial Audit

Recommendation: That the board accept the 2023-24 Financial Audit, as presented.

2. Safe Passage Facility Improvements Project

Recommendation: That the Board approve the lowest acceptable bid, as proposed by the Facilities Committee.

N. **INFORMATION ITEMS**

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

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

Call, Jessie
Support Counselor I, Safe Passage
Hired: 11/6/24

Larez, Joseph
Support Counselor I, SHARE Center
Hired: 11/4/24

Macon-Thompson, Dawne
Support Counselor I, SHARE Center
Hired: 11/20/24

Green, Allison
Case Manager, SHARE Center
Separated: 11/7/24

Thomae, Brian
Counselor I, Outpatient Treatment
Separated: 11/21/24

Arana, Jaime
Support Counselor I, SHARE Center
Separated: 11/22/24

5. Communication Summary –
 - a. CHS December 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.