



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

Thursday, January 16, 2025
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 December 19, 2024.
2. Disbursements for the period of December 1, 2024 through December 31, 2024, in the amount of \$1,054,521.19

F. **PRESENTATION** – Certificate of Appreciation to Board Member Loren Steck, for serving 21 years on the CHS Board of Directors

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) – Jerney Hallock

K. **DISCUSSION/ACTION ITEMS**

1. Annual Resolution Authorizing Agency Signers

Recommendation: That the board accept the resolution authorizing the CEO, COO, CFO, and Board Chair to sign agreements on behalf of the Agency, as proposed.

2. Resolution Designating and Authorizing Signers at Financial Institutions

Recommendation: That the board approve the Resolution Designating and Authorizing Signers and Officers for All Financial Institutions, as proposed.

3. Additional Support Counselor Hours, Genesis House

Recommendation: That the board approve the Additional Support Counselor Hours at Genesis House, as proposed by the Personnel Committee.

4. Salary Improvement Recommendations

Recommendation: That the board approve the Salary Improvements, as proposed by the Personnel Committee.

5. CHS Personnel Policy, Minor Revisions

Recommendation: That the board approve the CHS Personnel Policy Revisions, as proposed by the Personnel Committee.

6. Empowered Program with Meg Ryan

Recommendation: That the board approve the Empowered Program with Meg Ryan, as proposed.

N. **INFORMATION ITEMS**

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

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

Mitchell, John
Case Manager, SHARE Center
Hired: 12/10/24

Patel, Alexandra
Support Counselor I, CDNB
Hired: 12/26/24

Perez-Tahuite, Bryan
Support Counselor I, SHARE Center
Hired: 12/29/24

Gallag, Maria
Support Counselor I, SHARE Center
Hired: 12/31/24

Keerr, Andrew
Counselor I, Street Outreach
Separated: 12/10/24

5. Communication Summary –
 - a. CHS January 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.