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**BOARD OF DIRECTORS  
MINUTES OF REGULAR BOARD MEETING  
January 16, 2025**

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 11:15 a.m.

**B. BOARD ROLL CALL**

City of Carmel – Jeff Baron  
City of Del Rey Oaks – Jeremy Hallock  
City of Marina – Jenny McAdams  
City of Monterey – Gino Garcia  
City of Pacific Grove – Lori McDonnell (left@12:59)  
City of Salinas – (absent)  
City of Sand City – Mary Ann Carbone  
City of Seaside – (absent)  
Carmel Unified School District – Rita Patel (left@1:00)  
Monterey County Office of Education – Annette Yee Steck  
Monterey Peninsula College – (absent)  
Monterey Peninsula Unified School District – Dr. Bettye Lusk  
North Monterey County Unified School District – Richardo Diaz  
Pacific Grove Unified School District – Jennifer McNary  
Salinas Union High School District – (absent)  
Santa Rita Union School District – (absent)

**C. STAFF & GUEST INTRODUCTIONS**

Rosie Angulo, Executive Assistant  
Robin McCrae, Chief Executive Officer  
Shawn Stone, Chief Operating Officer  
Tim Louis, Chief Financial Officer  
Evangelina Ochoa, Senior Program Officer  
Amy Miller, Human Resources Director  
Alan Cohen, Alternate Board Member  
Loren Steck, former Board Member

**D. PUBLIC COMMENTS:** None

**E. CONSENT ITEMS:**

Motion to approve the Consent Items:

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

M/S/C L. McDonnell / G. Garcia 11/0/0

**F. PRESENTATION:** Certificate of Appreciation to Borad Member Loren Steck, for serving 21 years on the Board of Directors. Loren said “CHS has been the brightest light!”

**G. CEO REPORT:** Robin McCrae’s report was included in the board packet.

**H. COO REPORT:** Shawn Stone’s report was included in the board packet.

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

**J. COMMITTEE REPORTS:**

1. Finance Committee (Standing) – Finance Committee Chair reported out from the Finance Committee meeting held earlier in the day. The Dashboard looks great. Year-to-date net income is high but will adjust considerably lower once anticipated salary improvements are implemented. The County is staying on top of making payments. FY 2023-24 net income was \$123K.
2. Personnel Committee (Standing) – Jeremy Hallock reported out for the committee, which met on January 8<sup>th</sup> to discuss action item K.3. K.4 & K.5 which are on the agenda for review and approval. Jerney thanked staff for doing such in-depth work and for all the information provided at the meeting.

**K. DISCUSSION/ ACTION ITEMS:**

1. Annual Resolution Authorizing Agency Signers

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

M/S/C A. Yee Steck / J. McNary 11/0/0

2. Resolution Designating and Authorizing Signers at Financial Institutions

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

M/S/C B. Lusk / A. Yee Steck 11/0/0

3. Additional Support Counselor Hours, Genesis House

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

M/S/C R. Patel / A. Yee Steck 11/0/0

4. Salary Improvement Recommendations

**Motion:** The board approved the targeted salary improvements for some classifications identified in a recent salary study and a 5% COLA for all employees, retroactive to June 26, 2024, as proposed by the Personnel Committee.

M/S/C A. Yee Steck /L. McDonnell 11/0/0

5. CHS Personnel Policy, Minor Revisions

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

M/S/C A. Yee Steck / J. Hallock 11/0/0

6. Empowered Program with Meg Ryan

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

M/S/C A. Yee Steck / J. Hallock 9/0/0

**L. 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. Personnel Summary

**M. JPA MEMBER REPORTS:** Board Member Jennifer McNary reported that PGUSD will be having a wellness event on January 25<sup>th</sup> at Pacific Grove Middle School. Board Member Lori McDonnell asked Rosie Angulo Executive Assistant to send out an email with BLAAC Heritage celebration information.

**N. CHAIR COMMENTS:** None

**O. REQUEST FOR NEXT MEETING:** None

**P. ADJOURNMENT:** 1:21 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:



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Robin McCrae  
Chief Executive Officer



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Rosie Angulo  
Executive Assistant