



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

Thursday, April 17, 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 March 20, 2025.
2. Disbursements for the period of March 1, 2025 through March 31, 2025, in the amount of \$1,250,364.07

- F. **UNIT PRESENTATION** – Outpatient Treatment Center
- 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. Audit Committee (Standing)

K. **DISCUSSION/ACTION ITEMS**

- 1. Selection of Auditor

**Recommendation:** That the board approve the Auditor, as recommended by the Audit Committee.

- 2. Acceptance of 990 Tax Return

**Recommendation:** That the board accept the 990 Tax Return, as presented by the Audit Committee.

L. **INFORMATION ITEMS**

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

- 1. Unit Narratives – March 2025
- 2. CHS Acronym List
- 3. Financial Reports
- 4. Personnel Summary – March 2025

Estrada, Erika  
Nurse, Off Main Clinic  
Separated: 3/07/25

Farrel, Kathryn  
Program Coordinator, SHARE Center  
Separated: 3/27/25

- 5. Communication Summary –
  - a. CHS April Employee Newsletter
  - b. “Waiting For The Day When He Could Finally Start Giving Back” featuring Mark Shuman, The Carmel Pine Cone 3/28/2025.

M. **JPA MEMBER REPORTS**

N. **BOARD CHAIR COMMENTS**

- 1. Task Nominating Committee to bring a slate of officers for FY 2025-26 to the May board meeting for consideration/approval.

2. May Board Meeting and Retreat will be Thursday, May 15<sup>th</sup> from 10 a.m. to 3 p.m. location TBD.

**O. REQUESTS FOR NEXT MEETING AGENDA**

**P. ADJOURNMENT**

**NOTE:** Support material for the agenda is available for public review at the CHS Administration Office, 2511 Garden Road, A-160, Monterey, CA 93940 on the Monday 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 Executive Assistant Rosie Angulo at the CHS Administration Office, (831) 658-3811.