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**COMMUNITY HUMAN SERVICES**

**BOARD OF DIRECTORS**

Thursday, July 17, 2025

NOTE ► 10:15 a.m.

NOTE ► Monterey Marriott (Ferrante Room)  
350 Calle Principal, Monterey, CA 93940

**REGULAR MEETING AGENDA**

- A. **CALL TO ORDER**
- B. **BOARD ROLL CALL**
- C. **STAFF & GUEST INTRODUCTIONS**
- D. **PUBLIC COMMENTS**

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 ITEMS**

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 June 26, 2025

2. Disbursements for the period of June 1, 2025 through June 30, 2025, in the amount of \$1,366,619.13

F. **UNIT PRESENTATION** - None

G. **CEO REPORT** – Robin McCrae

H. **COO REPORT** – Shawn Stone (report not available/on leave)

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

J. **COMMITTEE REPORTS**

1. Finance Committee (standing)
2. Transition Committee (ad-hoc)

K. **DISCUSSION/ACTION ITEMS**

1. Budget Modification and Payment Authorization

**Recommendation:** Consider and Approve Budget Modification and Authorize Payment of Medicare Taxes for the period of January 1, 2022 – June 30, 2025.

2. Additional Counselor I/II, Off Main Clinic

**Recommendation:** Consider and Approve One FTE Counselor I or II at Off Main Clinic.

3. Transition Committee

**Discussion/Action at the Pleasure of the Board**

**Recommendation:** That the board authorize the Transition Committee to engage an executive search firm at a cost not to exceed \$100,000, as proposed.

L. **INFORMATION ITEMS**

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

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

Melgoza, Arturo  
Support Counselor, SHARE  
Hired: 6/12/25

Flores, Misty  
Program Coordinator, SHARE  
Hired: 6/16/25

Rowe, Erica  
HR Director, Administration  
Hired: 06/25/25

Morales, Daisy  
Counselor I, SV SOP  
Hired: 6/26/25

Gonzalez, Cintia  
Counselor I, SV SOP  
Hired: 06/29/25

Volzing, Makena  
Counselor, SUPP  
Separated: 06/25/25

Chabrier, Rochelle  
Bookkeeper I, Administration  
Separated: 06/10/25

5. Communication Summary –
  - a. CHS July Employee Newsletter

**M. JPA MEMBER REPORTS**

**N. CHAIR COMMENTS**

**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.