www.chservices.org
831.658.3811 phone
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Administration Office
P.O. Box 3076
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community human services
hope. help. here.

COMMUNITY HUMAN SERVICES

BOARD OF DIRECTORS

Thursday, October 16, 2025
11:00 a.m.

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

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 of 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 September 18, 2025

2. Disbursements for the period of September 1, 2025 through September 30, 2025, in the amount of $1,252,988.38

F. **AUDIT UPDATE PRESENTATION** – Chavan and Associates, LLP

G. **CEO REPORT** – Robin McCrae

H. **COO REPORT** – Shawn Stone

I. **DEVELOPMENT REPORT** – Carol Harney

J. **COMMITTEE REPORTS**

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

K. **DISCUSSION/ACTION ITEMS**

1. Transition Committee – CEO Recruiting Salary

Discussion/Action at the Pleasure of the Board

2. Family Service Center, Seaside - Patio and Carport Project

Recommendation: That the Board approve the Facilities Committee's recommendation to accept the bid from David Construction in the amount of $169,353, plus a 25% contingency, for a total not-to-exceed amount of $212,000.

3. Off Main Clinic Expansion

Recommendation: The Board approves the Facility Committee's recommendation to sign the lease for 1079 South Main Street, add $2,000 per month to the budget for the additional lease amount, authorize one-time facility improvements not to exceed $96,000, and terminate the lease at 47 San Miguel Avenue.

4. 5-year Funding Projection: Substance Use Disorder & Mental Health Services

Discussion/Action at the Pleasure of the Board

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

Reynosa-Aguilar, Brianna
Drug Resource Specialist
Hired: 9/2/25

Gembe, Melissa
Office Manager, OPTC
Hired: 9/15/25

Gil, John
Support Counselor I, Safe Place
Hired: 9/19/25

Drummondo, Alena
Support Counselor I, GH
Separated: 9/3/25

Gabriel-Lararo, Estephania
Support Counselor I, SHARE
Separated: 9/3/25

Jones, Sean
Support Counselor I, SHH
Separated: 9/7/25

5. Communication Summary –
   a. CHS October 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.