



**BOARD OF DIRECTORS  
MINUTES OF REGULAR BOARD MEETING  
October 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 11:08 a.m.

**B. BOARD ROLL CALL**

City of Carmel – (absent)  
City of Del Rey Oaks – Jeremy Hallock  
City of Marina – Jenny McAdams (left @12:00)  
City of Monterey – Gino Garcia (left @12:10)  
City of Pacific Grove – Lori McDonnell  
City of Salinas – Gloria De La Rosa  
City of Sand City – Mary Ann Carbone  
City of Seaside – Alex Miller  
Carmel Unified School District – (absent)  
Monterey County Office of Education – Annette Yee Steck  
Monterey Peninsula College – Anita Crawley  
Monterey Peninsula Unified School District – (absent)  
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  
Tim Louis, Chief Financial Officer  
Shawn Stone, Chief Operating Officer  
Evangelina Ochoa, Senior Program Officer, Homeless Services  
Marta Sullivan, Senior Program Officer, Substance Use Services  
Carol Harney, Development Director

**D. PUBLIC COMMENTS: None**

**E. CONSENT ITEMS:**

Motion to approve the Consent Items:

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

**M/S/C**

**G. De La Rosa / A. Yee Steck**

**11/0/0**

**F. AUDIT UPDATE PRESENTATION:** The Board received an audit update presentation from Chavan and Associates, LLP.

**G. CEO REPORT:** Robin McCrae, CEO, report was included in the board packet for review.

**H. COO REPORT:** Shawn Stone, COO gave a construction project update. Shawn attended the Continuum of Care meeting focused on homeless services across Monterey County to discuss the recent executive order impacting homeless services and CoC funding. Shawn and Sr. PO Marta Sullivan prepared a comprehensive presentation on our Adolescent Drug Treatment Program and other youth SUD services for the recent Superintendents' Council Meeting. The full COO report was included in the board packet for review.

**I. DEVELOPMENT REPORT:** Carol Harney, Development Director gave a brief overview of the Development Team's reports. Carol also gave a board challenge pitch regarding Monterey County Gives!

**J. COMMITTEE REPORTS:**

1. Finance Committee (Standing) – Annette Yee-Steck, Finance Committee Chair, reported that the Finance Committee met earlier in the day. The dashboard is looking good with a net income of \$310K. Accounts Receivable County Over 60 days went up from zero to \$513K, but since this report the County has made a payment of \$500K. All JPA Allocations payments have been made for the fiscal year!
2. Transition Committee (ad-hoc) – Mary Ann Carbone, Board Chair, reported out for the Transition Committee. The Transition Committee met with Suzy Cowen of Kittleman & Associates on Friday, September 26th. Several items were discussed, including the schedule for the search and next steps. The next major step is to finalize the Position Guide which will be used to advertise the CEO position to potential candidates. A draft of the Position Guide will be presented to the Transition Committee by Kittleman on October 14th. The Committee will provide comments to Suzy and the Position Guide will be finalized and distributed on Monday, October 20th. The position Guide and Salary range is included in the agenda for approval.
3. Facilities Committee (Standing) – Alex Miller, Facilities Committee member, reported that the Committee met to discuss action item K.2 Family Service Centers – Patio & Carport Project and K.3 Off Main Expansion which is included in the agenda for review & approval

**K. DISCUSSION/ ACTION ITEMS:**

1. Transition Committee – CEO Recruiting Salary

**Motion:** That the Board approve the Transition Committee's recommended salary range for the new CEO of \$185,000 - \$245,000.

**M/S/C** **L. McDonnell / J. McNary** **11/0/0**

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

**Motion:** 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.

**M/S/C** **A. Crawley / A. Miller** **11/0/0**

3. Off Main Clinic Expansion

**Motion:** That the Board approve 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.

**M/S/C** **G. De La Rosa / L. Mc Donnell** **9/0/0**

4. 5-Year Funding Projection: Substance Use Disorder and Mental Health Services Programs

Shawn Stone, COO, gave a PowerPoint presentation regarding 5-year Funding Projections for the Substance Use Disorder and Mental Health Services programs. No action was taken.

**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: None**

**N. CHAIR COMMENTS: Mary Ann Carbone encouraged Board Members to contribute to the MC Gives campaign.**

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

**P. ADJOURNMENT: 1:05 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:



---

Shawn Stone  
Chief Operating Officer



---

Rosie Angulo  
Executive Assistant