



BOARD OF DIRECTORS MEETING MINUTES

August 15, 2014

San Pedro Municipal Building

638 S. Beacon Street, San Pedro, CA

Sean Hecht, Chair, Presided, Call to Order: 10:05 am

Board Members Present (6):

Sean Hecht, Chair; Michele Prichard, Vice Chair; Jesse Marquez, Secretary;

David Sloane, Director; Peter Peyton, Director; and Kathleen Woodfield, Director

Absent: Silvia Prieto, Treasurer (1)

Legal Counsel: Michael Jenkins, Jenkins & Hugin LLP

HCBF: Executive Director, Mary Silverstein

ITEM A. PUBLIC COMMENTS ON NON-AGENDA ITEMS

Ivan Sulic, field representative from Congresswoman Hahn's office, congratulated the grant applicants on the recommendations for Round 2 of Community Benefit Grants. Ivan thanked HCBF and the Board for the work being completed in the communities, commenting that Congresswoman Hahn's office is available for support at any time.

ITEM B. EXECUTIVE DIRECTOR REMARKS & STAFF PRESENTATIONS

Staff Presentations:

1. Executive Director Remarks

Recap: "Healthy Start – Back to School Food Fest", presented by HCBF Executive Director Mary Silverstein, & co-host, Linda Matlock, CEO, Toberman Neighborhood Center. Together, they reported that 48 vendors participated, attracting roughly 650 community members, many who received back packs filled with school supplies, free haircuts, free books, a delicious hot meal and much more. Ms. Matlock reported 180 event satisfaction surveys were completed, indicating the most popular services: 1) health screening 2) dental services 3) Women, Infant, Children (WIC) services, and 4) respiratory care from Long Beach Alliance for Children with Asthma (LBACA).

2. Ata Khan, Program and Communications Manager

Progress report on the Study of Off-Port Land Use Impacts

- Report to LA City Council, Trade, Commerce & Tourism Committee
- Request for Proposals (RFP) released August 8, 2014

The Land Use RFP was released Friday, August 8th and sent to major academic and planning institutions in the region. Proposals are due September 26, 2014. The Port of LA and the LA City Council Trade, Commerce, and Tourism Committee received a copy prior to release.

ITEM C. BOARD MEMBER REMARKS

Director David Sloane reported public comments, including ones from HCBF, for "Plan for a Healthy Los Angeles" have been considered by the LA City Planning Commission. After all day discussions of the new Health and Wellness element, it was unanimously passed.

Secretary Jesse Marquez announced that he attended a regional committee environmental community summit with 50 workshops and speakers. He reported the community organizations in attendance supported and applauded HCBF's efforts in the communities.

Vice Chair Michele Prichard announced there will public hearings held by the California EPA regarding the Cap and Trade funding program that aim to reduce greenhouse gases and promote other benefits in disadvantaged communities. The Wilmington area shows up as a very disadvantaged area. Michele encouraged people to attend the meeting on Tuesday August 26th in downtown LA.

ITEM D. GUEST PRESENTATIONS

(none)

CONSENT ITEMS

ITEM 1. REVIEW AND APPROVE MINUTES OF HCBF BOARD MEETING DATED JULY 11, 2014

Staff Recommendation: Board Approval of the Board Minutes dated JULY 11, 2014

ITEM 2. HCBF MID-YEAR (6-MONTH) FINANAICALS AS OF JUNE 30, 2014

Staff Recommendation: The Board shall consider, receive, and file the reports.

BOARD RESOLUTION:

Motion to approve consent items one (1) and two (2).

Motion by M. Prichard, seconded by K. Woodfield

Ayes: (6) S. Hecht, J. Marquez, , P. Peyton, M. Prichard, D. Sloane, and K. Woodfield

REGULAR ITEMS

ITEM 3. COMMUNITY BENEFIT GRANT PROGRAM, ROUND 2, 23 GRANTS TOTALING \$620,000

Staff Presentation: Meghan Reese, Program Associate

Meghan presented the Staff evaluation, selection, and recommendations for funding of the second annual round of Community Benefit Grants.

She reported that the Community Benefit Grant Program addresses environmental and community impacts from the Port of Los Angeles and Port-related operations. On April 25, 2014 the HCBF Board approved the announcement of \$550,000 in funding for Round 2 of the competitive grant program, soliciting projects and programs that benefit the communities of Wilmington and/or San Pedro.

Meghan reported Round 2 considered proposals from qualified applicants to address priorities stated in its 2013-2016 Strategic Plan, subject to Tidelands nexus, within three major categories: 1) Beautification; 2) Environmental Education; and 3) Community Resources (youth development, career development, community safety, community gardens, recreation, and cultural resources).

Meghan reported by the deadline of June 27, 2014, HCBF received 63 applications, requesting a total of \$2.9 Million. After Staff review and evaluation, and with guidance from the Community Benefit Grants ad-hoc committee, 23 projects and programs were selected for a funding recommendation of \$620,000, with approximately \$2.5 Million in matched funding. The recommended increased funding commitment will 1) distribute funding equitably to the two communities, 2) dedicate funding to all priorities identified in the grant cycle, and 3) ensure that recommended applicants have sufficient funds to deliver their services.

The following audience members commented on this item:

1. David Bard: Marine Mammal Care Center
2. Caroline Brady: Friends of Cabrillo Marine Aquarium
3. Carter Calhoun: Toberman Neighborhood Center
4. Tom Epperson: Pacific Battleship Center
5. Amy Grat: ITEP
6. Steven Kleinjan: Clean San Pedro
7. Erica Lander: International Bird Rescue
8. Elise Lemle and Jenny Long: Two Bit Circus
9. Monique McCollum: Saints Peter and Paul Poverty Program
10. John O'Connor: Cabrillo Beach Youth Sailing Club
11. Cherokee Welch: Friends of Banning Museum
12. Don Wrigley: The Beacon House Association
13. Dana Middle School Principal
14. Michelle Crow: Dana Middle School
15. Lonna Calhoun: COPE Preparedness
16. Cynthia Ruiz: Port of Los Angeles

Board Resolution:

- A. Augment the funding for the Community Benefit Grant Program, Round 2 by \$70,000, increasing the committed program funding to \$620,000, to dedicate \$155,000 for programs benefiting Wilmington, \$154,000 for programs benefiting San Pedro, and \$311,000 for programs benefiting both Port-adjacent communities;
- B. Approve the *ad-hoc* Grant Review Committee recommendation to award 23 grants to the qualified organizations listed below (Table A), to address impacts from Port of Los Angeles and Port-related operations, as detailed in the Staff report;
- C. Approve, in substantial form, a standardized Agreement, with exhibits, for the Community Benefit Grant Program; and authorize Staff, with the assistance of legal counsel as needed, to tailor the grant agreement exhibits for each grantee organization; and
- D. Authorize the Executive Director to 1) report to the Board of Harbor Commissioners (BOHC), requesting final approval of Round 2 of the Community Benefit Grant Program, 2) execute a joint letter with the BOHC, or its designee, to approve the distribution of funds in one lump sum transfer from the Port Community Mitigation Trust Fund to HCBF, in an amount not-to-exceed \$620,000, and 3) fully execute, and administer, the Grant Agreements between HCBF and the approved grantees from Round 2 of the Community Benefit Grant Program.

Motion by D. Sloane, seconded by P. Peyton

Ayes: (6) S. Hecht, J. Marquez, P. Peyton, M. Prichard, D. Sloane, and K. Woodfield

ITEM 4. NEW GRANT PROGRAM: HARBOR GREEN SCHOOLS INITIATIVE

Staff Presentation: Ata Khan, Program and Communications Manager

Ata presented the proposed new Harbor Green Schools Initiative and reiterated the July Board approval to commit \$300,000 in total funding would be equally allocated, \$150,000 for Wilmington and \$150,000 for San Pedro. Staff recommended applications for Harbor Green School Initiative be due Sept 19, 2014.

Staff reported the ad-hoc committee had convened to explore the grantmaking initiative benefitting LAUSD K-12 students, schools, and facilities in Wilmington and San Pedro. The committee offered guidance to HCBF Staff in the development of the program guidelines, to target grant dollars for the communities of Wilmington and San Pedro, and to effectively and efficiently achieve the unique needs of the schools impacted by the Port of Los Angeles and Port-related operations.

Staff presented recommended grant program guidelines for the benefit of the communities of Wilmington and San Pedro, in support of science, technology, engineering, arts, and math (S.T.E.A.M.) projects and programs; aligned with the 2013-2016 Strategic Plan priorities of youth development, environmental education, career development, and collaboration with external stakeholders, while directly addressing school needs, including but not limited to, environmental education, green technology, marine biology, beautification, greening, and extracurricular programming. Funding dedicated from the Port Community Mitigation Trust Fund will be Tideland-trust compliant.

Board members remarked that the title, Harbor Green Schools Initiative, may be limiting, authorizing staff to modify the program name, if appropriate. The Board commented that the program should target lower income and disadvantaged students, and staff should endeavor to create a distinction between the school initiative and other HCBF grant programs.

Board Resolution:

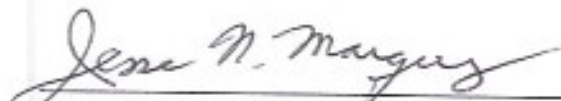
- A. Authorize HCBF Staff to finalize and release the application guidelines, with guidance from counsel as needed; to solicit qualified applicants for the competitive program, and, to announce the availability of funding in the amount of \$150,000 for Wilmington and \$150,000 for San Pedro, for a total of \$300,000 for the pilot round, with opportunities for grants ranging from \$2,500 (minimum request) to \$25,000 (maximum award). Application deadline September 19, 2014.
- B. Form an Ad-Hoc Grant Review committee, consisting of David Sloane, Peter Peyton and Kathleen Woodfield, to assist, as needed, with the evaluation of applications and recommendation for funding to the Board of Directors.

Motion by M. Prichard, seconded by D. Sloane

Ayes: (6) S. Hecht, D. Sloane, K. Woodfield, P. Peyton, J. Marquez and M. Prichard.

ITEM 5. MEETING ADJOURNED at 12:55 pm by Chair S. Hecht

I hereby certify that these minutes have been approved.



Jesse N. Marquez, Secretary

October 10, 2014
Date