

APPROVED 2012.01.19

**MINUTES**  
*Of*  
**The HARBOR COMMUNITY BENEFIT FOUNDATION**  
**September 06, 2011**

Location: 638 South Beacon Street, San Pedro, CA 90731

Time Started: 10:01 AM

**Present:** Chair Sean Hecht, Vice-Chair Michele Prichard, Treasurer Silvia Prieto, Secretary Jesse Marquez, Director Peter Peyton, Director Kathleen Woodfield, Director Jim Sadd (7)

**Absent:** None

**STAFF:** Mission Infrastructure - Mark Vargas, Project Manager (Interim Executive Director, HCBF); Arturo Alvarez, Project Associate (Board Administrative Assistant)

**COUNSEL:** Serena Lin, Public Counsel

**CHAIR SEAN HECHT PRESIDED**

**ITEM NO. 1 OPENING STATEMENT – AN OPPORTUNITY FOR MEMBERS OF THE PUBLIC TO ADDRESS THE BOARD ON NON-AGENDA ITEMS**

Chair S. Hecht called on comments from the public. There were no comments from the public.

**ITEM NO. 2 APPROVAL OF MINUTES**

**Motion** to approve the minutes in substantial form for HCBF's July 21<sup>st</sup> Board Meeting; motion by P. Peyton, seconded by M. Prichard, and carried with the following vote:

Ayes: Unanimous. (4) [S. Hecht, P. Peyton, M. Prichard, S. Prieto]

**Motion** to approve the minutes in substantial form for HCBF's July 1<sup>st</sup> Board Meeting; motion by M. Prichard, seconded by J. Marquez, and carried with the following vote:

Ayes: Majority. (4) [P. Peyton, M. Prichard, S. Prieto, J. Marquez]

Abstentions: One. (1) [S. Hecht]

**ITEM NO. 3 COMMENTS FROM THE BOARD**

Chair S. Hecht called on comments from the Board. There was no comment from the Board.

**ITEM NO. 4** REPORT BY THE EXECUTIVE DIRECTOR SEARCH COMMITTEE

Chair S. Hecht moved Item No. 4 to be discussed after Item No. 7 on the agenda.

**ITEM NO. 5** REPORT BY THE OFFICE LOCATION SEARCH COMMITTEE

Chair S. Hecht moved Item No. 5 to be discussed after Item No. 7 and Item No. 4 on the agenda.  
Counsel Lin gave a status report on the lease agreement and negotiations.

**ITEM NO. 6** REPORT BY THE FINANCE ADVISORY COMMITTEE ON TRANSFER OF PCMTF FUNDS FROM PORT TO CCF

Counsel Lin gave a report on the progress and terms of the agreement with the California Community Foundation.

**Motion** to approve in substantial form, subject to approval by Fund Transfer advisory committee and legal counsel, the California Community Fund (CCF) Community Initiatives Fund Restricted Fund Services and Management Agreement between the City of Los Angeles, the HCBF, and the CCF Community Initiatives Fund (“CIF”) concerning the transfer of Port Community Mitigation Trust Funds between the Port and the CIF, and that signature authority be given to J. Marquez and S. Prieto; motion by M. Prichard, seconded by S. Prieto, and carried with the following vote:

Ayes: Unanimous. (7) [K. Woodfield and J. Sadd also present for this vote]

**ITEM NO. 7** STAFF REPORT: IMPLEMENTATION OF PROJECT C FROM EXHIBIT A OF TRAPAC MOU – HEALTH GRANTS

Interim Executive Director Mark Vargas gave a staff report to the Board regarding the draft RFP for Health Grants. Board members provided input and suggestions to staff regarding the language of the RFP, use of funds, and approach on distribution of funds.

**Motion** to approve release of RFP for Healthcare Funds under Project C from Exhibit A of TraPac MOU in substantial form, subject to staff changes based on committee direction and to increase the total distribution amount to \$500,000; the committee’s composition is to be determined at a future time; motion by K. Woodfield, seconded by J. Marquez, and carried with the following vote:

Ayes: Unanimous. (7)

Recess at 11:44 AM. Reconvened at 12:00 PM.



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**ITEM NO. 4 REPORT BY THE EXECUTIVE DIRECTOR SEARCH COMMITTEE**

Interim Executive Director Mark Vargas gave a staff report to the Board on the progress of the executive director search. He discussed the preliminary process for selecting candidates for the Board to interview. Board members provided input and suggestions on the selection and interviewing process.

**Motion** to include Adrian Martinez as a non-voting member of the Executive Director Search Committee on the basis of his expertise with environmental issues, the TraPac MOU, and the HCBF; motion by M. Prichard, seconded by J. Marquez, and carried with the following vote:

Ayes: Unanimous. (7)

**ITEM NO. 5 REPORT BY THE OFFICE LOCATION SEARCH COMMITTEE**

**Motion** to authorize Search Committee to research alternatives if current lease negotiations were unsuccessful and to approve execution of a new lease with a new party for an alternative office space upon approval of the Office Location Search Committee and upon approval of counsel; motion by M. Prichard, seconded by J. Sadd, and carried with the following vote:

Ayes: Unanimous. (7)

**ITEM NO. 8 STAFF REPORT: IMPLEMENTATION OF PROJECT D FROM EXHIBIT A OF TRAPAC MOU – JOB TRAINING**

Item No. 8 postponed to next Board meeting.

**ITEM NO. 9 DISCUSSION ON HANDLING FUNDING REQUESTS AND PROPOSALS PRIOR TO STRATEGIC PLAN IMPLEMENTATION**

Item No. 9 postponed to next Board meeting.

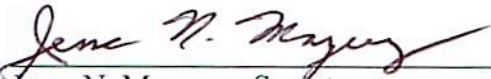
**ITEM NO. 10 STAFF REMARKS**

There were no staff remarks.

**ITEM NO. 11 ADJOURNMENT**

Chair S. Hecht closed the meeting at 1:30 PM

*I hereby certify that these minutes have been approved.*

  
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Jesse N. Marquez, Secretary

1-18-2019  
Date