

**MINUTES**  
*Of*  
**HARBOR COMMUNITY BENEFIT FOUNDATION**  
April 20, 2012

San Pedro Municipal Building: 638 S. Beacon Street, Room 552. San Pedro, CA 90731

**VICE CHAIR MICHELE PRICHARD PRESIDED**

Call to Order: 10:11 AM

**Present:** Vice Chair Michele Prichard, Treasurer Silvia Prieto, Secretary Jesse Marquez, Director Peter Peyton, Director Kathleen Woodfield (5)

**Absent:** Chair Sean Hecht, Director Jim Sadd (2)

**Staff:** Executive Director Mary Silverstein, Program Associate Arturo Alvarez

**Counsel:** General Counsel Michael Jenkins, Jenkins & Hogin, LLP

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

Vice Chair M. Prichard called on comments from the public. The following person commented:

Marc Ryan, Green Health Acupuncture

**ITEM NO. B STAFF ANNOUNCEMENTS**

Vice Chair M. Prichard called for staff announcements.

Executive Director M. Silverstein announced the TraPac Air Filtration Program committee would meet on April 26, 2012 at the San Pedro Municipal Building. She stated the funding and administration of the program is controlled by AQMD. To date, assessments have been conducted for 21 schools. The two Appellant members of the HCBF Board, J. Marquez and W. Woodfield are members of the committee.

Ms. Silverstein recognized Vice Chair M. Prichard for receiving the Distinguished Service Award from the Council on Foundations.

**ITEM NO. C BOARD MEMBER REMARKS**

Vice Chair M. Prichard called on comments from the Board.

Director P. Peyton disclosed he has launched a new endeavor, Aquamarine Institute, a think tank focused on Jobs, Energy, Environment, and Profit, referred to as JEEP.

Director J. Marquez reported on his trip to Russia to conduct a Petroleum Industry 101 class. He measured particulate matter (PM) levels to establish an air quality baseline before their new port is built.

#### **CONSENT AGENDA**

##### **ITEM NO. 1: REVIEW AND APPROVAL OF THE MINUTES OF HCBF BOARD MEETING DATED 02/23/2012**

At the request of Director K. Woodfield, Vice Chair M. Prichard pulled Item No.1 from the consent agenda to facilitate discussion.

#### **REGULAR AGENDA**

##### **ITEM NO. 1: REVIEW AND APPROVAL OF THE MINUTES OF HCBF BOARD MEETING DATED 02/23/2012**

Directors of the Board discussed the general level of detail to be memorialized in the monthly minutes. Directors K. Woodfield, and P. Peyton gave comments in support of relatively brief minutes. M. Prichard made comments in support of Board member requests that minutes reflect additional detail. General Counsel M. Jenkins provided general guidance as to form and legality.

**Motion to direct staff to minimize the discussion notes in the minutes. Further, if a member of the board asks for the minutes to reflect additional detail he/she should request the comment(s) be made on the record, during an open session, subject to the board approval by majority vote; motion by P. Peyton, seconded by S. Prieto, and carried with the following vote:**

Ayes: Unanimous. (5)

Director K. Woodfield requested a correction to Item 8 in the February 23, 2012 minutes.

**Motion to approve the Minutes dated February 23, 2012, as corrected.**

Motion by K. Woodfield, seconded by S. Prieto, and carried with the following vote:

Ayes: Majority. (4) (M. Prichard, S. Prieto, K. Woodfield, P. Peyton)

Nays: One. (1) (J. Marquez)

#### **CONSENT AGENDA**

##### **ITEM NO. 2: REVIEW AND APPROVAL OF THE MINUTES OF HCBF BOARD MEETING DATED 03/26/2012**

**Motion to review and approve the Consent Agenda Item as presented; motion by P. Peyton, seconded by J. Marquez, and carried with the following vote:**

Ayes: Unanimous. (5)

**ITEM NO. 3: HCBF WEBSITE DEVELOPMENT**

Executive Director M. Silverstein made a power point presentation on this item. The Board expressed general feedback and offered suggestions.

**ITEM NO. 4: STAFF REPORTS - ADVISORY**

HCBF staff provided advisory reports. *Vice Chair M. Prichard changed the order.*

**b) Noise Impact Assessment**

Executive Director M. Silverstein reported that the transmittal has been submitted to the LA Board of Harbor Commissioners ("BOHC") for approval, with a copy to the State Lands Commission, and is scheduled to be on the May 17 BOHC agenda.

Vice Chair M. Prichard called on comments from the public. The following person commented:

Pat Nave, NW SP Neighborhood Council -- Liaison to BOHC & delegate to PCAC

**a) Initial Off-Port Impact on Land Use Study**

Executive Director M. Silverstein reported that the transmittal has been submitted to the LA Board of Harbor Commissioners ("BOHC") for approval, with a copy to the State Lands Commission, and is scheduled to be on the May 17 BOHC agenda.

**c) Health Care Grant Program**

Executive Director M. Silverstein reported on the progress of HCBF's Health Care Grant Program.

**d) HCBF Annual Operating Budget**

Executive Director M. Silverstein reported the BOHC had authorized a release of funds from the Port Community Mitigation Trust Fund to HCBF for the approved operating budget, and that those funds have been received.

**ITEM NO. 5: AD HOC COMMITTEE REPORT(S) - ADVISORY**

Executive Director M. Silverstein announced that Mark Vargas will be working with the Strategic Planning Committee to create an initial survey for the board, to help inform discussions in the development of a strategic plan.

**ITEM NO. 6: ADJOURNMENT**

Vice Chair M. Prichard closed the meeting at 11:42 PM

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



Jesse N. Marquez, Secretary

6-22-12

Date