

**MINUTES**  
*of*  
**HARBOR COMMUNITY BENEFIT FOUNDATION**

Friday, November 16, 2012  
San Pedro Municipal Building, Room 452: 638 South Beacon Street, San Pedro, CA 90731

**CHAIR SEAN HECHT PRESIDED**      **Call to Order: 10:08 AM**

**Present:**            Chair Sean Hecht, Vice Chair Michele Prichard, Secretary Jesse Marquez, Director Peter Peyton, Director Jim Sadd, Director Kathleen Woodfield (6)

**Absent:**            Treasurer Silvia Prieto (1)

**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  
There were no public comments.

**ITEM NO. B**    STAFF ANNOUNCEMENTS  
Staff announced that HCBF has received numerous qualified applicants for the open Program Associate position and hopes to hire by December.

**ITEM NO. C**    BOARD MEMBER REMARKS  
The following Board members commented:

Vice Chair Michele Prichard announced the Green Business Benefits Workshop will occur in Wilmington on December 6, 2012, sponsored by Council District 15, CFASE, Liberty Hill Foundation, HCBF and others.

Director Peter Peyton noted achievements by The Aquamarine Institute and Pasha Stevedoring Terminals on its Advance Lighting Study and Solution. He also advised the Board that the All Plains American Pipeline project, a TraPac MOU Exhibit B Project, has been cancelled, eliminating the possibility of future contributions to the PCMTF for that project.

**CONSENT AGENDA**

**ITEM NO. 1    REVIEW AND APPROVAL OF THE MINUTES OF THE HCBF BOARD MEETING DATED 10/19/2012**

**Motion to approve the October 19, 2012 Minutes as amended.**

Motion by J. Sadd and seconded by M. Prichard.

Motion carried unanimously:

Ayes: 6 (S. Hecht, M. Prichard, J. Marquez, P. Peyton, J. Sadd & K. Woodfield)

**REGULAR ITEMS**

**ITEM NO. 2 UPDATE AND PROGRESS REPORT ON LAND USE STUDY CONTRACT**  
Consultant Report: Jon Haveman, Chief Economist, BACEI  
Staff Report: Mary Silverstein, Executive Director

BACEI consultant provided HCBF Board with a status report, via PowerPoint presentation, regarding the progress of the Land Use Study.

Staff reported work had been suspended by staff, and agreed to by contractor, as of November 7, 2012 due to performance concerns. Board members questioned the consultant and expressed their concerns on consultant's performance to date, including the quality of reports and the presentation that had just been made to HCBF.

**Motion that (1) the work on the project continue to be suspended and all deadlines in the contract be extended accordingly (2) to suspend payments, (3) to authorize HCBF's Executive Director to make decisions regarding payment of any invoices, (4) to direct staff to collect all data and work performed to date, (5) to engage an outside expert to conduct a peer review of the methods, data and results of the work performed, with a budget not to exceed \$25,000, and (6) based on this review to report back to the Board with final recommendations for action.**

Motion by P. Peyton and seconded by M. Prichard.

Motion carried unanimously:

Ayes: 6 (S. Hecht, M. Prichard, J. Marquez, P. Peyton, J. Sadd & K. Woodfield)<sup>1</sup>

**ITEM NO. 3 STRATEGIC PLANNING SESSION**  
**REPORT #4B: GOALS AND OBJECTIVES, STRATEGIES AND TACTICS**

Item No. 3 was continued to the next Board meeting. Individual Board Members were given until the end of business on Friday, November 30, 2012 to provide comments to staff and the consultant, to be submitted to the *Ad Hoc* Strategic Planning Committee. The committee, consultant, and staff, scheduled to meet on December 3, 2012, were directed to report back to the Board with recommendations to finalize Report #4B.

**ITEM NO. 4 ADJOURNMENT**

**Motion to Adjourn;** motion by P. Peyton and seconded by K. Woodfield.

Motion carried unanimously:

Ayes: 5 (S. Hecht, J. Marquez, P. Peyton, J. Sadd & K. Woodfield)

Chair S. Hecht closed the meeting at 12:52 PM

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

  
\_\_\_\_\_  
Jesse N. Marquez, Secretary

12-7-12  
Date

<sup>1</sup> Director M. Prichard left the meeting at 12:30 PM, after Agenda Item No. 2.