



BOARD OF DIRECTORS MEETING
Friday, February 16, 2018, 10:00 A.M.
Wilmington Municipal Building
544 N. Avalon Blvd.
Wilmington, CA 90744

BOARD MEMBERS:

David Sloane, Chair; Gisele Fong, Vice Chair; David Thornburg, Treasurer; Ed Avol, Secretary; Angelo Logan, Director
Cristin Mondy, Director; and Jayme Wilson, Director

HCBF: Meghan Reese, Executive Director; Tamanna Rahman, Program Assistant

LEGAL COUNSEL: Michael Jenkins, Jenkins & Hogin LLP

AGENDA

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

ITEM B. STAFF REMARKS

ITEM C. BOARD MEMBER REMARKS

ITEM D. GUEST PRESENTATIONS

NONE

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED JANUARY 19TH (Attachment 1)

Recommendation to Board: Approval of the minutes of the HCBF Board meeting January 19, 2018.

REGULAR ITEM(S)

ITEM 2. REVIEW AND APPROVAL OF UNAUDITED FINANCIALS THROUGH DECEMBER 31, 2017 (Attachment 2)

SUMMARY: A copy of the following unaudited financial reports, through December, 31 2017, are attached for the board's review and discussion:

1. Combined Statement of Financial Position

2. Statement of Activities by Class
3. Statement of Cash Flows

Recommendation to Board: Approval of the unaudited financial reports through 12/31/17.

ITEM 3. DISCUSSION – FILLING BOARD MEMBER SEATS (Attachment 3)

SUMMARY: Pursuant to HCBF's bylaws, paragraph 7.1.3, "After the first six years of the Corporation's existence, each Director position must be filled according to its respective specified qualifications, if any, in alphabetical order (A-G), provided however that in no event shall more than two (2) Directors be an individual or organizational representative of the TraPac Appellants." David Sloane's Director seat (E) and Officer position (Chair) will term out effective May 2018. A copy of the following documents is included for review:

1. Staff Memo

Recommendation to Board:

1. **Board shall discuss filling the upcoming board member Seat E and officer vacancy, including the creation of an ad-hoc committee to oversee the selection process.**

ITEM 4. REVIEW OF TIMELINE FOR ROUND 7 COMMUNITY BENEFIT GRANTS (Attachment 4)

SUMMARY: At the January 19th meeting board members discussed delaying Round 7 until later in the year, with funds disbursed in 2019. A copy of the following documents is included for review:

1. Community Benefit Round 7 Timeline

Recommendations to Board: Review and discuss the Community Benefit Round 7 timeline.

ITEM 5. REVIEW AND APPROVAL OF AIR QUALITY MITIGATION TRUST FUND RFP (Attachment 5)

SUMMARY: The China Shipping ad-hoc committee, consisting of Angelo Logan, Ed Avol, and Jayme Wilson, along with HCBF staff, have completed the Draft Request for Proposals for the China Shipping funds. The intent is to identify and hire a technical consultant to assist in overseeing the program, and to provide final comments on the RFP before it is released. The RFP development process involved feedback from HCBF's ad-hoc committee, previous HCBF Board Member Sean Hecht, CARB and SCAQMD representatives, the China Shipping Petitioners, and is currently being reviewed by the Port of Los Angeles' Environmental Division. A copy of the following documents is included for review:

1. AQMF RFP

Recommendations to Board:

1. **Review and approve the AQMF RFP, to be released following the identification of a technical consultant.**

2. **Authorize the Executive Director, with guidance from the ad-hoc committee, to incorporate revisions to the final RFP based on technical consultant and Port of LA Environmental Management Division feedback.**

ITEM 6. REVIEW OF DRAFT 2018 COMMUNICATIONS PLAN (Attachment 6)

SUMMARY: It is Staff's goal in 2018 to create a more robust communications plan and increase visibility for HCBF's work in the communities of San Pedro and Wilmington. Staff requests input and suggestions from board members. A copy of the following documents is included for review:

1. Draft Communications Plan

Recommendations to Board: Review the Draft 2018 Communications Plan and provide input to Staff.

ITEM 7. MEETING ADJOURNMENT

Next Meeting:

Friday, March 16, 2018
San Pedro Municipal Building
638 S. Beacon Street, Room 452
San Pedro, CA 90731

PUBLIC BOARD MEETINGS:

Public Input: An opportunity for the public to address the Board on Agenda items or other items germane to the business of the Board will be provided before or during consideration of the item. Members of the public who wish to speak on any item are requested to complete a speaker card for each item they wish to address, and present the completed card(s) to the Staff. A speaker will be limited to (3) minutes to speak on public interest items.

Agendas: Agendas contain a brief description items to be considered. Where Staff recommendations are made, please note that the Board may exercise its discretion to take action on any action item, up to and including final approval.

Quorum: 4 members of the Board constitute a quorum for the transaction of business. Consent items may be approved without discussion.

Regular Meetings: The Board shall meet regularly, typically on a monthly basis (times and locations To Be Determined). Agenda is subject to revision in accordance with the Brown Act. Agendas will be available in hard copy at the meeting.

Harbor Community Benefit Foundation does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, and translation services may be provided. If you require special assistance to participate in this meeting, you must submit your request in writing to the above address at least one week prior to the meeting. HCBF can be contacted at (310) 997-7116. www.hcbf.org