



**HARBOR COMMUNITY  
BENEFIT FOUNDATION**

**MINUTES OF THE  
HCBF BOARD OF DIRECTORS MEETING**

Friday, June 15, 2018, 10:00 A.M.

**San Pedro Municipal Building  
638 S. Beacon Street, Room 452,  
San Pedro, CA 90731**

**BOARD MEMBERS:**

Gisele Fong, Chair/President; Ed Avol, Vice Chair/President; Jayme Wilson, CFO/Treasurer; Angelo Logan, Director; and Richard Havenick, Director

ABSENT: Cristin Mondy, Secretary

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

LEGAL COUNSEL: Michael Jenkins; Best Best & Krieger.

Meeting was called to order a 10:06 A.M.

**AGENDA**

**ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS**

1. Laurie Wixted provided comment on topic related to mental health issues and suicides. Request for partnership for suicide prevention, especially around bridges.

**ITEM B. STAFF REMARKS**

1. Meghan Reese shared update on the signing of contract with Kat Janowicz of 3COTECH, who will be HCBF's Technical Consultant for this project. Next steps will be to continue revising the RFP and preparing it for full board review. HCBF Staff, Ad-Hoc Committee and Morgan Wyenn (NRDC) will be working with Ms. Janowicz to finalize RFP.
2. Land Use study presentation PowerPoint recording is in progress.
3. Tamanna Rahman provided update on the Communication Plan being developed by James Suazo of Long Beach Forward.

**ITEM C. BOARD MEMBER REMARKS**

**ITEM D: GUEST PRESENTATIONS**

None

**CONSENT ITEM(S)**

**ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED MAY 18, 2018 (Attachment 1).**

**Board voted to: Approve the minutes of the HCBF Board meeting dated May 18, 2018.**

Motion by Ed Avol. Seconded by Angelo Logan. Abstention by Richard Havenick. Carried unanimously.

## **ITEM 2. REVIEW AND APPROVAL OF CONSULTING CONTRACT WITH MEGHAN REESE (Attachment 2)**

As a result of the current Executive Director's resignation, the board finds itself in need of transitional assistance until such time that a new Executive Director is selected and hired. HCBF's Legal Counsel, Michael Jenkins provided overview of the consulting agreement with Meghan Reese.

### **Board voted to:**

- 1. Approve the execution of the consulting contract with HCBF's former Executive Director, Meghan Reese, on a part-time basis.**
- 2. Approve the Foundation to retain Meghan Reese at \$75 an hour.**

Motion by Angelo Logan. Seconded by Ed Avol. Carried unanimously.

## **REGULAR ITEM(S)**

### **ITEM 3. SAN PEDRO NOISE STUDY PRESENTATION**

Maribel Aldana (The Jones Payne Group), Alan Hass (Landrum & Brown), and Eric Seevey (Landrum & Brown) presented an overview and shared findings from the San Pedro Noise Study, which is a follow-up to the Wilmington Noise Study. Board members provided questions and Board decided to table the recommendation to approve the San Pedro Noise Study after further review of supplemental requested information. Board proposed option to have a general noise-related discussion item on the next agenda to have a holistic discussion on this topic rather than just discussing the study.

### **ITEM 4. EXECUTIVE DIRECTOR SEARCH**

Board discussed strategy for identifying a new Executive Director. Ad-hoc committee to develop plan of action.

**Board voted to create an ad-hoc committee, which will include Richard Havenick, Jayme Wilson, and Gisele Fong, to develop and oversee the process of soliciting applications, selecting, and hiring a new Executive Director.**

Motion by Ed Avol. Seconded by Richard Havenick. Carried unanimously.

### **ITEM 5. FAREWELL TO HCBF EXECUTIVE DIRECTOR MEGHAN REESE**

After 5 years of service, Executive Director Meghan Reese will be leaving HCBF. In appreciation of her service, the Board of Directors, HCBF Staff, and attendees joined in a celebratory farewell.

### **ITEM 6. CLOSED SESSION**

Gov't Code Section 54957  
Employee Appointment  
Title: Executive Director

Board convened Closed Session.

### **ITEM 7. MEETING ADJOURNMENT**

Meeting adjourned at 12:20 PM

I have reviewed the above minutes for accuracy and approve them:

C Mondy  
~~Cristin Mondy~~  
Cristin Mondy, Secretary

7/20/18  
Date