



**MINUTES OF THE
HCBF BOARD OF DIRECTORS MEETING**
Friday, September 28th, 2018, 10:00 A.M.
Wilmington Municipal Building
544 N. Avalon Blvd.
Wilmington, CA 90744

BOARD MEMBERS:

PRESENT: Gisele Fong, Chair; Jayme Wilson, CFO/Treasurer; Cristin Mondy, Secretary; Angelo Logan, Director; and Richard Havenick, Director

ABSENT: Ed Avol, Vice Chair

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

LEGAL COUNSEL: Michael Jenkins; Best Best & Krieger.

Meeting was called to order at 10:04 A.M.

AGENDA

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

ITEM B. STAFF REMARKS

1. Meghan Reese provided update on the AQMF webinar. There were 29 participants with a lot of follow-up questions. Responses to questions have been included in the updated FAQs on the AQMF webpage. The PowerPoint with active links has been posted on the website as well as sent out via social media.
2. The deadline to submit Letters of Interest for AQMF has been extended to October 26th, 2018 with approval from the ad hoc committee. Extension was granted to account for conflicting timelines for industry applications and to allow for more targeted outreach to a more diverse applicant pool. There have been two submissions to date.
3. Tamanna Rahman shared an update on the search for a noise exposure and health impact expert to review the San Pedro Noise Study. Due to a lack of response, staff will continue reaching out to potential reviewers and Board will provide some suggestions as well.
4. HCBF has received some questions from past grantees about Round 7 of the Community Benefit Grant, when it will be released and what the priorities will be. Board will discuss and consider options during Planning Session Discussion.

ITEM C. BOARD MEMBER REMARKS

1. Oct 2nd, 6-8pm – State Lands Commission Community Round Table being co-hosted by EYCEJ.
2. HCBF's legal counsel provided an overview of the Port nexus issue at the request of the Board.
3. Board discussed the potential of hosting a tour of projects for SLC. HCBF had hosted a similar tour in 2014 with SLC staff.
4. Angelo Logan mentioned a potential opportunity for HCBF to be a resource for other port communities that are interested in implementing a community benefit fund. He and Staff will work on developing a presentation.

5. AB 617 Kick-off meeting – Oct 2nd
6. Angelo to share letter of POLB Press Release response

ITEM D: GUEST PRESENTATIONS

None

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED AUGUST 24, 2018 (Attachment 1).

Board voted to approve the minutes of the HCBF Board meeting dated August 24, 2018

Motion by JW. Seconded by RH. Approved unanimously.

REGULAR ITEM(S)

ITEM 2. HCBF PLANNING SESSION OBJECTIVES & POTENTIAL FACILITATOR DISCUSSION (Attachment 2)

Summary: At the August 24th board meeting, the Board discussed future planning and the potential for development of a new strategic plan or action plan. Megan Reese provided an update on the search for a potential facilitator to assist HCBF in this process. Due to availability and credentials, Board decided to move forward with Zoot Velasco to help facilitate the planning session. In preparation for the session Board and Staff also discussed any objectives or suggestions to assist in the facilitation process. Board came to a consensus on wanting a short-term action plan. Based on the key outcomes identified by the Board, Mr. Velasco will develop an agenda to facilitate the planning discussion. Board also decided to schedule the next board meeting to coincide with the facilitated planned session.

ITEM 3. REVIEW REVISED DRAFT COMMUNICATIONS PLAN (Attachment 3)

Summary: Tamanna Rahman presented the revised version of HCBF's Communications Plan as drafted by James Suazo of Long Beach Forward. The revised draft incorporated Board suggestions and comments provided following the Plan presentation at the previous board meeting. Potential for advertising with community partners to uplift their activities and well as HCBF's impact on the community. Board requested HCBF staff to develop a cost estimate for communication activities that go beyond the capacity of staff and bring back to Board. There was also a discussion of the potential for marketing and local sponsorships.

Board voted to approve the revised draft communications plan and authorize HCBF Staff to execute the plan as detailed.

Motion by RH. Seconded by CM. Carried unanimously.

ITEM 4. MEETING ADJOURNMENT

Meeting was adjourned at 11:31 A.M

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

Cristin Mondy, Secretary

Date