



HARBOR COMMUNITY  
BENEFIT FOUNDATION

**MINUTES OF  
BOARD OF DIRECTORS MEETING  
544 N. Avalon Blvd., Wilmington, CA 90744  
Friday, October 16, 2015, 10:00 A.M.**

**BOARD MEMBERS:**

Present: Sean Hecht, Chair; Michele Prichard, Treasurer; Cristin Mondy, Director; David Thornburg, Director, and Kathleen Woodfield, Director.

Absent: David Sloane, Vice Chair

LEGAL COUNSEL: Michael Jenkins, Jenkins & Hogin LLP

HCBF STAFF: Ben Schirmer, Ata Khan, Meghan Reese

Meeting called to order at 10:06 A.M.

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

**ITEM B. EXECUTIVE DIRECTOR & STAFF REMARKS**

- Ben Schirmer, Executive Director, remarked that both he and HCBF Staff attended the Port of LA Board of Harbor Commissioners meeting, on October 15<sup>th</sup>, where AQMD presented on the proposed catenary project, as part of the China Shipping Settlement. He reported that Port of LA Executive Director Gene Seroka, stated that the China Shipping Settlement is scheduled to be heard by the BOHC at the November 10<sup>th</sup> meeting.
- Ben also announced to the Board that the YTI project funds were deposited into the PCMTF in the amount of \$775,614.23. Sean Hecht directed Staff to follow up on how the Port determined the amount for the YTI funds.

**ITEM C. BOARD MEMBER REMARKS**

Kathleen Woodfield commented on the China Shipping Agreement.

**ITEM D. GUEST PRESENTATIONS**

**Raimi + Associates**

**Beth Altshuler and Tina Yuen**

**Off-Port Impact Land Use Study Update**

Beth and Tina from Raimi + Associates updated the board on the work that Staff and the ad-hoc committee have completed to date on the Off-Port Impact Land Use Study. The presentation included an overview of the 5 Pathways that Raimi will be utilizing during the study (Ships, Trains, Trucks, Port, and Goods Movement). They requested that board members reach out to them, or HCBF Staff, directly with questions or suggested resources. Sean Hecht, noted that the Brown Act prohibits other Board members from reaching out directly to ad-hoc committee members.

## **CONSENT ITEMS**

### **1. REVIEW AND APPROVE MINUTES OF HCBF BOARD MEETING DATED SEPTEMBER 18, 2015**

### **2. APPROVAL OF LONG BEACH ALLIANCE FOR CHILDREN WITH ASTHMA'S REQUEST TO EXTEND GRANT AGREEMENT TERMS BY TWO MONTHS**

Motion by K. Woodfield. Seconded by M. Prichard. Carried unanimously.

## **REGULAR ITEM**

### **3. REVIEW, DISCUSSION, AND APPROVAL OF 2016 OPERATING BUDGET**

Reviewed and approved by the Ad Hoc Budget Committee including the Board Chair, Sean Hecht and Board Treasurer, Michele Prichard, Ben Schirmer presented an overview of expenditures in 2015 (9 months actual plus 3 month forecast), followed by a recommendation for funding its Calendar Year 2016 Operating Budget.

#### **Board resolved to:**

1. Approve the 2016 HCBF Operating Budget totaling \$437,706.
2. Authorize the Executive Director to a) present the annual operating budget in the amount of \$437,706 to the Board of Harbor Commissioners; and b) execute a joint letter with the BOHC or its designee to approve the distribution of funds of approximately \$359,325 in one lump sum transfer from the Port Community Mitigation Trust Fund (PCMTF) to HCBF.
3. Authorize Ben Schirmer, Executive Director, to reduce the requested amount from the PCMTF if and to the extent he concludes it is appropriate to do so, if the China Shipping funds are approved prior to the budget request.

Motion by D. Thornburg. Seconded by M. Prichard. Carried unanimously.

### **4. COMMUNITY BENEFIT, ROUND 3, FUNDING RECOMMENDATIONS**

On August 21, 2015 HCBF's Board of Directors approved the announcement of \$350,000 in funding for Round 3 of the competitive grant program, soliciting projects and programs that benefit the communities of Wilmington and/or San Pedro.

Round 3 considered proposals from qualified applicants to address three Impact Priorities: 1) improving air quality; 2) addressing incompatible land uses; and 3) improving port-related safety.

By the deadline of September 25, 2015 HCBF received 17 applications, requesting a total of \$701,000. After Staff review and evaluation, and with guidance from the Community Benefit Grants ad-hoc committee, 10 applications were selected for a funding recommendation of \$350,000.

HCBF Staff presented a brief overview of the grant review process, feedback from the ad-hoc committee, and a description of the recommended applicants.

The Board discussed the funding recommendations including a conversation with legal counsel, Michael Jenkins, regarding whether a conflict of interest existed from David Thornburg formerly being on Port of LA High School's Board of Directors. Michael determined that no conflict of interest currently existed, and that David may vote on the item.

The Board also noted that it may be helpful to have a future discussion to develop Board guidance on whether and under what circumstances future HCBF funds should be used for projects on Port property. Sean Hecht requested that the Beacon House Association of San Pedro supply HCBF with documentation regarding what they clean up on Port property, a count of the trash items collected, and photographs of the area.

**Board resolved to:**

1. Approve the Staff recommendation, with which the ad-hoc Grant Review Committee concurs, to award 10 grants to the qualified organizations to address impacts from Port of Los Angeles and Port-related operations, as detailed in the Staff report, ensuring that the recommendations comply with Section 5.A. of the TraPac Memorandum of Understanding and are consistent with the Tidelands trust, as well as conform to section 5.C.i. requiring that projects or programs are located in Wilmington or San Pedro;
2. Authorize the Executive Director to 1) report to the Board of Harbor Commissioners (BOHC), requesting final approval of Round 3 of the Community Benefit Grant Program in the amount of \$350,000, 2) execute a letter to the BOHC to approve the distribution of funds in one lump sum transfer from the Port Community Mitigation Trust Fund (PCMTF) to HCBF in the amount of \$335,000; and 3) fully execute, and administer, the Grant Agreements between HCBF and the approved grantees from Round 3 of the Community Benefit Grant Program.

Motion by M. Prichard. Seconded by C. Mondy. Carried unanimously.

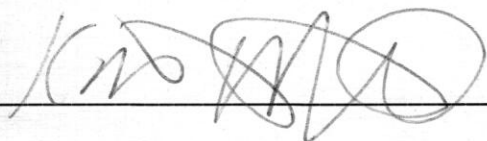
**5. BOARD MEETING DATE DISCUSSION**

The Board determined that the November Board meeting will be rescheduled for November 13, 2015, and the December meeting will tentatively be cancelled.

**6. MEETING ADJOURNED**

The meeting was adjourned at 12:49 P.M.

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



A handwritten signature in black ink, appearing to be 'M. Prichard', written over a horizontal line.

December 4, 2015