



HARBOR COMMUNITY  
BENEFIT FOUNDATION

**MINUTES OF  
BOARD OF DIRECTORS MEETING  
Wilmington Chamber of Commerce  
544 N. Avalon Blvd., Wilmington, CA 90744  
Friday, August 19, 2016, 10:00 A.M.**

**BOARD MEMBERS:**

David Sloane, President/Chair; Gisele Fong, Vice Chair; David Thornburg, Treasurer/CFO; Cristin Mondy, Director; and Michele Prichard, Director

Absent: Kathleen Woodfield, Secretary

HCBF: Ben Schirmer, Meghan Reese, and Ata Khan

LEGAL COUNSEL: Michael Jenkins, Jenkins & Hogin LLP

Meeting was called to order at 10:01 A.M.

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

None.

**ITEM B. EXECUTIVE DIRECTOR REMARKS**

Ben Schirmer provided the following remarks:

1. For Healthy Harbor, Round 5, a memo was sent to the Port's BOHC and a transfer of funds is expected.
2. For Community Benefit, Round 4, 59 Letters of Interest (LOI's) received. Of those, 13 were invited to apply without the need for technical assistance, 29 were invited to apply and were provided with some technical assistance to help strengthen their applications, and 17 were not invited to apply. 35 full applications were received, 7 agencies chose not to apply. Across all applications received, the total amount requested was \$2,685,560.
3. For China Shipping, Mike and Ben met with Port representatives on August 11<sup>th</sup> to discuss the proposed Independent Financial Manager agreement with the California Community Foundation. The Port requested some minor revisions.
4. Ben attended the State Lands Commission hearing on August 9. The meeting included a presentation by POLA. The meeting included a suggestion by Congresswoman Hahn that the Port voluntarily mitigate its impacts through a discretionary mitigation line item in its operating budget.

**ITEM C. BOARD MEMBER REMARKS**

Gisele Fong moderated the AB32 Scoping Meeting in Wilmington as part of her role on the Environmental

Justice Advisory Committee of the California Air Resources Board. The purpose of the meeting was to discuss greenhouse gas reduction and its funding and for a state agency to directly hear from residents.

#### **ITEM D. GUEST PRESENTATION**

Kiara Nagel, consultant, provided an overview and discussion regarding Planning Process for 2016, and solicited feedback from individual Board members and Staff on expectations for the process.

#### **CONSENT ITEM**

##### **ITEM 1. REVIEW AND APPROVAL OF MINUTES, HCBF BOARD MEETING DATED June 17, 2016**

Recommendation to approve the minutes of the HCBF Board meeting dated 6/17/16.

Motion by Michele Prichard. Seconded by Gisele Fong. Carried unanimously.

#### **REGULAR ITEMS**

##### **ITEM 2. BOARD OF DIRECTORS ELECTION**

This item was heard after Item C and before Item D. Recommendation to elect Ed Avol for Director Seat G, based on the selection by the TraPac Appellants and subsequent approval by the Board of Harbor Commissioners.

Motion by Gisele Fong. Seconded by Cristin Mondy. Carried unanimously.

##### **ITEM 3. REVIEW OF FINANCIALS THROUGH JUNE 30, 2016**

David presented this item. He stated that all financial reports are satisfactory.

Recommendation to approve the unaudited financial reports through 6/30/16.

Motion by Ed Avol. Seconded by Michele Prichard. Carried unanimously.

##### **ITEM 4. REQUEST TO WAIVE INSURANCE REQUIRMENTS**

This item was resolved prior to the start of the meeting and therefore was removed.

##### **ITEM 5. REVIEW AND APPROVAL OF AMENDED SAN PEDRO NOISE STUDY SCOPE OF WORK**

Staff presented this item. HCBF received an updated scope of work from Jones Payne Group to reflect Board feedback at the previous meeting.

Recommendation to Board:

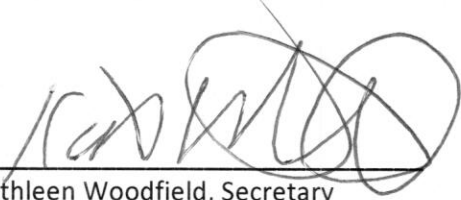
1. Approve the amended San Pedro Noise Study Scope of Work dated August 1, 2016;
2. Authorize the Executive Director to:

1. report to the Board of Harbor Commissioners (BOHC), requesting approval of funding for the San Pedro Noise Study, and,
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 to HCBF (using the balance of the funds in HCBF's Noise Study bank account, remainder of funds to come from the PCMTF), and,
3. fully execute and administer the Grant Agreement between HCBF and the approved vendor for the San Pedro Noise Study at a cost not-to-exceed \$38,420.

Motion by Michele Prichard. Seconded by Ed Avol. Carried unanimously.

**ITEM 6. MEETING ADJOURNMENT**

Meeting was adjourned at 11:50 A.M.

  
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Kathleen Woodfield, Secretary

  
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Date