



**MINUTES OF THE
HCBF BOARD OF DIRECTORS MEETING**
Friday, December 13th, 2019, 10:00 A.M.
Wilmington Municipal Building
544 N. Avalon Blvd.
Wilmington, CA 90744

BOARD MEMBERS:

PRESENT: Gisele Fong, Chair; Ed Avol, Vice Chair; Jayme Wilson, CFO/Treasurer; Cristin Mondy, Secretary; Richard Havenick, Director; and Gabriela Medina, Director

ABSENT: Angelo Logan, Director

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

LEGAL COUNSEL: Michael Jenkins; Best Best & Krieger.

Meeting called to order at 10:06 A.M

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

1. Ann Carpenter (Braid Theory) – Provided update on Effenco’s work in Montreal with the conversion of trucks and the interest of YTI to convert entire fleet. EPA grant will be opening up in early 2020 and it would require partner with port or non-profit, and potential source of funding for full fleet conversion.

ITEM B. STAFF REMARKS

1. Finishing up contract for Effenco and check is on its way from CCF, which is holding the funds.
2. Due to changes and loss of other vouchers and incentive programs that are no longer valid, BYD will not be able to move forward in this 1st round of AQMF program. Recommendation from Meghan Reese and also BYD contact is that BYD is not ready to move forward at this time and will reapply during the 2nd round of AQMF funding once issues are resolved. The amount allocated for BYD in AQMF funding (\$814,000) will roll into Round 2.
3. A draft of the San Pedro noise study will be available by mid-Dec. The draft will be provided to the ad hoc committee for review before the report is finalized.

ITEM C. BOARD MEMBER REMARKS

1. Board member Gabriela Medina – ITA (Information Technology Agency) of the City of Los Angeles, received a NASA grant to do data collection around port emissions and air quality. More information will be brought back to the Board once CD15 has a chance to meet with the ITA team and learn more. Board discussed this opportunity, highlighting the need for community to help shape this data gathering effort, and how HCBF and the larger community can be part of that discussion.

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED NOVEMBER 8, 2019

Board reviewed minutes from the November board meeting. Board voted to approve minutes with correction to typo in Item 5, line 2.

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

REGULAR ITEM(S)

ITEM 2. CLOSED SESSION

Board went into Closed Session at 10:18 A.M.
Out of Closed Session at 10:43 A.M.

ITEM 3. APPROVE EMPLOYMENT AGREEMENT FOR EXECUTIVE DIRECTOR (Attachment 2)

Board voted to approve the 2020 Employment Agreement for Meghan Reese. The approval was contingent on the full evaluation which was completed by the Board. The Chair will go over the results of the evaluation with Meghan Reese.

Motion by Jayme Wilson. Seconded by Richard Havenick. Carried unanimously.

ITEM 4. COMMUNITY BENEFIT GRANT PROGRAM

Staff presented the updated process for accepting and reviewing applications for the Community Benefit grant program, as developed with input from the ad hoc committee and public comments previously received. Board discussed the potential of having a 2-tier system for the funding request amount for up to \$100,000. Board agreed to have a total of up to \$250,000 for the next round of the CB grant program. The minimum percentage for in-kind and matched funding will be determined within ad hoc committee. Board voted to approve staff recommendations based on discussion stated above.

Motion by Richard Havenick. Seconded by Ed Avol.

Board convened an ad hoc committee consisting of Gisele Fong and Gabriela Medina. Staff will extend invitation to Angelo Logan due to his absence.

ITEM 5. COLLECTIVE IMPACT PROJECT DISCUSSION

Staff provided a recap of past CIP discussions to date and context to help define HCBF's approach. Staff and Board discussed two options, a more wide or open-ended approach with a wider range of partners to help define project; and a narrower or HCBF-directed collaborative approach with select partners to be determined after HCBF Board decides which issue area to move forward with. Board opted for more narrow collaborative approach in a specific topic area which is to be determined by what community has defined as top issues associated with port-related activities impacting the communities of Wilmington & San Pedro. Staff will bring back potential issue areas to the Board based on information gathered from past surveys, HCBF studies, and grantmaking so that Board can vote on which issue area to select. Board also discussed examining the landscape of potential partnerships for HCBF. Staff will identify opportunities to collaborate with current partners and Board will share meeting opportunities with Staff.

ITEM 6. DRAFT 2020 HCBF BOARD OF DIRECTORS MEETING CALENDAR

Board voted to approved the draft 2020 Board meeting calendar.

Motion by Jayme Wilson. Seconded by Cristin Mondy. Carried unanimously.

ITEM 7. MEETING ADJOURNMENT

Meeting was adjourned at 12:08 P.M.

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

Cristin Mondy, Secretary Date