



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

Friday, July 26th, 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; Angelo Logan, Director; Richard Havenick, Director

ABSENT: Gabriela Medina, Director

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

LEGAL COUNSEL: Michael Jenkins; Best Best & Krieger.

Meeting was called to order at 10:15 A.M.

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

- None

ITEM B. STAFF REMARKS

- A full discussion on the Community Benefit grant program will be held at the next board meeting. Past and current grantees will be invited to attend to provide input.

ITEM C. BOARD MEMBER REMARKS

- Need for more stringent Sulfur emissions standards (US and International) for ships.
- Metro Freight Workgroup that is working on the strategic planning related to goods movement and freight. There is a need for public health representation in the working group. Will connect with LACDPH to have representative participate.

ITEM D: GUEST PRESENTATIONS

- None

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED JUNE 10, 2019 (Attachment 1).

Board noted that Angelo Logan and Gabriela Medina attended the June Board Meeting and therefore should be included as "Present". Suggested Item 5 revision, clarify that the discussed 80/20 funding allocation is in reference to PCMTF funds only. Board voted to approve the minutes with requested revisions.

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

REGULAR ITEM(S)

ITEM 2. HCBF ANNUAL MEETING – OFFICER ELECTIONS

Executive Director provided an overview of the Officer elections. Board discussed the reappointment of Officer positions (Chair, Vice Chair, Secretary, and Chief Financial Officer) for a one-year term. Board voted to reappoint:

- Gisele Fong as Officer (Chair) for one-year term concluding on or about July 31, 2020;
- Ed Avol as Officer (Vice Chair) for one-year term concluding on or about July 31, 2020;
- Cristin Mondy as Officer (Secretary) for one-year term concluding on or about July 31, 2020;
- Jayme Wilson as Officer (Chief Financial Officer/Treasurer) for one-year term concluding on or about July 31, 2020;

Motion by Richard Havenick. Seconded by Angelo Logan. Carried unanimously.

ITEM 3. HCBF ANNUAL MEETING – BOARD OF DIRECTOR ELECTIONS

Board members discussed and voted to renew terms for Cristin Mondy (Director Seat F), concluding her second term, and Angelo Logan (Director Seat B), concluding his first term as director.

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

ITEM 4. DISCUSSION ON STATUS OF AIR QUALITY MITIGATION FUND PROGRAM (Attachment 2)

Meghan Reese introduced the item with the recommendation of funding BYD and EFFENCO. Amardeep Gill of LAANE provided public comment related to concerns over labor violations associated with ULH, a partner on the BYD application. Requested that HCBF Board take that into consideration. Ann Carpenter of Braid Theory provided public comment related to Effenco and its application to the TAP program, which is slated to fund the APM terminal project.

Due to the scalability of the project, Staff recommends scaling down BYD to award a total of \$814,000 in funds.

Board also discussed the Effenco application. Board voted that approval of Effenco for full requested amount (\$823,050) is contingent on acquiring partnership with YTI terminal. An official letter of support is required to be provided within 60 days. If a letter of support is not provided within the 60 days, then that funds will roll into Round 2.

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

Board also discussed the revised RFP criteria for Round 2 of AQMF funding. Need for greater clarity in cost-effectiveness, geographic requirements, greater balance between demonstration vs implementation of technologies; standard format for calculations, information on labor violations and other disclosures, compliance with regulations on the 5-yr horizon. Board also requesting a timeline for Round 2, which will not be launched until Q1 of 2020. Board voted to recommend a Round 2 for the AQMF program which will be launched Q1 of 2020, and also convened an ad hoc committee, members include Ed Avol, Jayme Wilson, and Angelo Logan.

Motion by Cristin Mondy. Seconded by Richard Havenick. Carried unanimously.

ITEM 5. REVIEW AND APPROVAL OF FINANCIALS FROM Q2 OF 2019 (Attachment 3)

Mary Silverstein, HCBF's financial consultant, presented the unaudited financial reports through June 30th, 2019 that were reviewed by Jayme Wilson, HCBF's CFO. Ms. Silverstein responded to board questions. Board voted to approve the unaudited financial report through 6/30/2019.

Motion by Cristin Mondy. Seconded by Richard Havenick. Carried unanimously.

ITEM 6. SAN PEDRO NOISE STUDY UPDATE (Attachment 4)

Staff provided an update the results of the discussion with the Jones Payne Group, who will be conducting additional nighttime measurements for the San Pedro Noise Impact Study. Consultants have requested that HCBF Staff provide information on additional sites and times and dates for when these measurements will take place. HCBF staff have reached out to past study participants and neighborhood councils, but have not received any response. Further follow-up will be conducted to gather requested information. Board discussed when Port of LA activity is likely to increase this year. Board voted to approve HCBF Staff to proceed to coordinate with Jones Payne Group to complete the San Pedro Noise Study.

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

ITEM 7. JUNE PLANNING SESSION AND COLLECTIVE IMPACT PROJECT DISCUSSION (Attachment 5)

Staff provided an update on the discussions related to the mission statement and vision statement. Following an overview of discussions related to the mission and vision statement for HCBF, Board voted to approve the revised statement.

Revised mission statement: Harbor Community Benefit Foundation invests in the quality of life for communities impacted by port-serving industries.

Revised vision statement: A healthy, beautiful environment for port-impacted communities.

Motion by Richard Havenick. Seconded by Angelo Logan. Carried unanimously.

Staff provided a recap of the June Planning Session and the outcomes stated in the planning session report provided by Zoot Velasco. Following discussions on the CIP topic, Board also voted to convene an ad hoc committee for further discussions on the potential collective impact project. Ad hoc committee will include Angelo Logan, Richard Havenick, and Gisele Fong.

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

ITEM 8. DISCUSSION ON TAMANNA RAHMAN'S EMPLOYMENT STATUS (Attachment 6)

Meghan Reese provided an update on how Tamanna Rahman's role will change as she takes on the full-time position of Program Director. Board reviewed the updated job description and employment letter. Tamanna's full-time position had been approved in the 2019 budget. Board voted to approve Tamanna Rahman's updated job description.

Motion by Jayme Wilson. Seconded by Angelo Logan. Carried unanimously.

ITEM 9. AUGUST BOARD OF DIRECTORS MEETING DATE CHANGE

Board discussed rescheduling the August Board meeting which is currently scheduled for Friday the 23rd. Board voted to reschedule the meeting to September 6th but needs follow-up with other board members to see if it meets quorum.

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

ITEM 10. MEETING ADJOURNMENT

Meeting was adjourned at 12:28 p.m.

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

Cristin Mondy

Cristin Mondy (Sep 30, 2019)

Cristin Mondy, Secretary

Date