



## HCBF BOARD OF DIRECTORS MEETING

Friday, December 18<sup>th</sup>, 2020, 10:00 A.M.

The HCBF Board of Directors will participate in the meeting by teleconference.

**No physical location will be accessible for public meeting or public comments pursuant to Executive Order N-29-20 issued by Governor Newsom on March 17, 2020.**

### **HOW TO JOIN MEETING:**

- Register for the meeting at: [https://us02web.zoom.us/webinar/register/WN\\_DsiTWyvYTLayS\\_x\\_g5lstg](https://us02web.zoom.us/webinar/register/WN_DsiTWyvYTLayS_x_g5lstg)
- After registering, you will receive a confirmation email containing information about joining the meeting.

### **HOW TO PROVIDE PUBLIC COMMENT:**

- Members of the public are invited to participate in the meeting during public comment or on a specific agenda item.
- **By Email:**
  - If members of the public would like to submit a written comment, please send email to [tamanna@hcbf.org](mailto:tamanna@hcbf.org). In the "Subject" line of the email, please indicate whether you are submitting a general public comment or if commenting on a specific Agenda item. Please state the specific Agenda Item #. Include your **First & Last Name** and **organization/interest**.
  - We strongly encourage that emailed public comments be submitted by 9 a.m. on the day of the meeting. Once we receive your email, you will get a confirmation response.
  - Submitted written comments or materials will be forwarded to the Board members and Legal Counsel as they are received and will become part of the official record of the meeting.
- **If you would like to submit a public comment during the meeting:**
  - In the chat box, **send a message to the host (Tamanna Rahman)**, indicating that you would like to provide a public comment. Please let us know if you are submitting a **general public comment** or if you wish to provide comment on a specific Agenda item (state the **specific Agenda Item #**). Include your **First & Last Name, organization/interest, and email/phone** in case follow-up is needed.
  - Requests for public comments must be submitted prior to the public comment portion of the agenda (Item A). Comments on specific agenda items must be submitted prior to the discussion starting on that agenda item.
  - HCBF Staff will announce the name of the commenter when it is their turn to speak. Please note that each speaker will be given the usual 3 minutes to address the Board in their comment.
- More information on this process and further guidance, please visit <https://hcbf.org/agenda>. If you have questions, please contact Tamanna Rahman, Program Director, at (310) 997-7116 or [tamanna@hcbf.org](mailto:tamanna@hcbf.org).

**BOARD MEMBERS:** Gisele Fong, Chair; Ed Avol, Vice Chair; Jayme Wilson, CFO/Treasurer; Cristin Mondy, Secretary; Angelo Logan, Director; Richard Havenick, Director; and Gabriela Medina, Director

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

**LEGAL COUNSEL:** Michael Jenkins; Best Best & Krieger.

## AGENDA

### ROLL CALL

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

### ITEM B. STAFF REMARKS

### ITEM C. BOARD MEMBER REMARKS

### CONSENT ITEM(S)

#### ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED NOVEMBER 20<sup>th</sup>, 2020 (ATTACHMENT 1).

**Recommendation to the Board: Approval of the HCBF Board meeting minutes dated November 20<sup>th</sup>, 2020**

### REGULAR ITEM(S)

#### ITEM 2. FILLING BOARD MEMBER SEATS (ATTACHMENT 2)

**SUMMARY:** Pursuant to HCBF's bylaws, paragraph 7.1.3, "After the first six years of the Corporation's existence, each Director position must be filled according to its respective specified qualifications, if any, in alphabetical order (A-G), provided however that in no event shall more than two (2) Directors be an individual or organizational representative of the TraPac Appellants." Gisele Fong's Director seat D and Officer position (Chair/President) will term out effective May 2021. Cristin Mondy Director seat F and Officer position (Secretary) will term out effective May 2021. A copy of the following document is included for review:

1. Staff Memo – Board Seat Replacement Memo

**Recommendation to the Board:**

1. Discuss and approve the redesignation of current and upcoming board seats.
2. Convene an ad hoc committee for the Board seat replacement search process.

#### ITEM 3. FUNDING RECOMMENDATIONS - HEALTHY HARBOR COMMUNITIES INITIATIVE (ATTACHMENT 3)

**SUMMARY:** On August 25<sup>th</sup>, 2020, HCBF released the Request for Proposals for the Healthy Harbor Community Initiative (HHCI) Grant Program, with up to \$250,000 in available funding. The grant program is to address and mitigate the impacts of Port of Los Angeles and Port-related activity on the health and well-being of San Pedro and Wilmington residents. Applications were welcomed from any group or organization seeking to offset

the impacts of port-related operations on the health and welfare of the surrounding communities. Given the impacts of the pandemic and current needs of the community, there was a need for funding focused on public health. This health-focused grant round was also part of a larger strategy to research options for a larger HCBF collaborative, convening partners around a common issue, establishing new partnerships that benefit the communities of San Pedro and Wilmington, supporting ongoing collaborations, and bringing resources into the community.

In response to the RFP, Staff received 13 applications from different organizations, with a total requested amount of \$1,059,749 in funds. After Staff and Ad Hoc committee review, four applications have been selected for a total funding recommendation of \$242,700. A breakdown of the funding recommendations include: Buddhist Tzu Chi Medical Foundation for \$26,062; LBACA/Memorial Medical Center Foundation for \$60,000; St. Mary Medical Center Foundation for \$135,001; and American Cancer Society (ACS) for \$21,637. There are also \$40,831 remaining funds available from Round 7 of the Community Benefit grant program (CBR7) to potentially roll over to this round. A copy of the following document is attached for the Board's review and discussion:

1. Staff Memo – Healthy Harbor Communities Initiative Funding Recommendations.

**Recommendation to the Board:**

1. **Approve the remaining \$40,831 from Round 7 of Community Benefit Grant Program be added to Healthy Harbor Community Initiative Grant Program or retain for future funding.**
2. **Approve the Staff recommendations to award four grants to the qualified organizations to address impacts from the Port of Los Angeles and Port-related operations, as detailed in the Staff Memo.**
3. **Authorize the Executive Director to:**
  - a) **report to the Board of Harbor Commissioners (BOHC), requesting final approval of Healthy Harbor Communities Initiative Grant Program,**
  - b) **execute a letter to the BOHC to approve the distribution of funds (\$242,700) in one lump sum transfer from the Port Community Mitigation Trust Fund to HCBF, and,**
  - c) **fully execute and administer the Grant Agreements between HCBF and the approved grantees from the Healthy Harbor Communities Initiative Grant Program.**

**ITEM 4. MEETING ADJOURNMENT**

**NEXT MEETING:**

10:00 A.M., Friday, January 28<sup>th</sup>, 2020 (via Zoom)

**PUBLIC BOARD MEETINGS:**

Public Input: An opportunity for the public to address the Board on Agenda items or other items germane to the business of the Board will be provided before or during consideration of the item. Members of the public who wish to speak on any item are requested to complete a speaker card for each item they wish to address and present the completed card(s) to the Staff. A speaker will be limited to (3) minutes to speak on public interest items.

Agendas: Agendas contain a brief description items to be considered. Where Staff recommendations are made, please note that the Board may exercise its discretion to take action on any action item, up to and including final approval.

Quorum: 4 members of the Board constitute a quorum for the transaction of business. Consent items may be approved without discussion.

Regular Meetings: The Board shall meet regularly, typically on a monthly basis (times and locations To Be Determined). Agenda is subject to revision in accordance with the Brown Act. Agendas will be available in hard copy at the meeting.

Harbor Community Benefit Foundation does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assistive listening devices, and translation services may be provided. If you require special assistance to participate in this meeting, you must submit your request in writing to the above address at least one week prior to the meeting. HCBF can be contacted at (310) 997-7116. [www.hcbf.org](http://www.hcbf.org)