



**MINUTES OF THE  
HCBF BOARD OF DIRECTORS MEETING**  
Friday, July 31st, 2020, 10:00 A.M.

**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.**

**Meeting called to order: 10:04 AM**

**ROLL CALL FOR BOARD MEMBERS:**

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

**Absent:** Gabriela Medina, Director

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

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

**ITEM A. STAFF REMARKS**

- From the pool of Letters of Interest HCBF received for the Round 7 of the Community Benefit Grant Program, 15 applicants have been invited to submit a full application for this round. Applications will be due on Friday, August 21<sup>st</sup>, 2020.

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

- Written comments submitted by Janet Gunter had been shared with the Board prior to the meeting.

**ITEM C. BOARD MEMBER REMARKS**

- Richard Havenick shared an update on AB 345 to highlight the importance of this movement forward in protecting the health of people, not only in the Harbor area but including those in the harbor area who are affected by oil processing facilities.

**CONSENT ITEM(S)**

**ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED JUNE 26<sup>TH</sup>, 2020 (Attachment 1).**

Board voted to approve the HCBF Board Meeting minutes dated June 26th, 2020 with revisions - correction to CARB year and delete "re".

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

**REGULAR ITEM(S)**

**ITEM 2. REVIEW AND APPROVAL OF FINANCIALS FROM Q2 OF 2020 (Attachment 2)**

Mary Silverstein presented the financials from Q2 of 2020. Through June 30th, 2020, to the HCBF Board. Board and Staff discussed the amount of remaining Unrestricted Funds, after the release of COVID grants, and the status of funds to Effenco and the potential delay in disbursements due pandemic-related delays to the project. Board voted to approve the unaudited financial reports through 6/30/2020.

Motion by Jayme Wilson. Seconded by Ed Avol. Carried unanimously.

### **ITEM 3. HEALTHY HARBOR COMMUNITIES INITIATIVE GRANT ROUND (Attachment 3)**

Staff provided a recap of the mini-grant discussion and the priorities identified during the last meeting and in the ad hoc committee. This grant round is the research and information gathering phase of HCBF's collective impact initiative. Staff presented the draft Request for Proposals for the Healthy Harbor Communities Initiative (previously called "mini grant round"). Board suggested the need to emphasize HCBF's intention for this grant round, e.g., the need for partnerships and building collaborations to leverage more resources to ensure long-term community benefits and protecting the health and wellbeing of the harbor community. Board members provided some recommended language which Staff will incorporate. Revised version will be shared with the ad hoc committee for review and final approval. Board voted to give the authority to the ad hoc committee to approve the final version of the Request for Proposals with revisions discussed.

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

### **ITEM 4. AIR QUALITY MITIGATION FUND - ROUND 2 – REQUEST FOR LETTERS OF INTEREST (Attachment 4)**

Staff updated the Board on the current status of Round 2 of the AQMF Grant Program and it being on hold due to the pandemic. Despite the hold on releasing the Request for Letters of Interest, Staff, the ad hoc committee, and the technical consultant (Kat Janowicz) have been working to finalize the Request for LOIs and preparing for the release, which is to be announced at a later date. Staff presented the tentative AQMF Round 2 timeline to the Board and activities related to identifying list of potential reviewers for Round 2. Staff and Ad hoc committee shared some lessons learned from Round 1 and informing the implementation of Round 2. Any updates on other partnerships will be brought back to the Board for discussion. Board voted to approve the Draft Request for Letters for Interest for AQMF Round 2 and give authority to the ad hoc committee to revise the timeline as necessary, revisions will be made to the timeline.

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

### **ITEM 5. MEETING ADJOURNMENT**

Next meeting scheduled for Friday, August 28th, 2020 at 10am.

Meeting adjourned at 11:51am .

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

*Cristin Mondy*  
Cristin Mondy (Oct 2, 2020 09:55 PDT)

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Cristin Mondy, Secretary

Date