



**MINUTES OF THE
HCBF BOARD OF DIRECTORS MEETING**
Friday, January 22nd, 2021, 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.

MEETING CALLED TO ORDER: 10:03 AM

ROLL CALL

Board Present: Gisele Fong, Chair; Ed Avol, Vice Chair; Jayme Wilson, CFO/Treasurer; Gabriela Medina, Director; Richard Havenick, Director; Angelo Logan; Director

Board Absent: Cristin Mondy, Secretary

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

- No public comments

ITEM B. STAFF REMARKS

- Review of FY 2020 Q4 financials will be presented at the HCBF Board of Directors meeting in February.
- Annual audit process will be beginning in mid-February.
- Staff introduced new part-time Programs and Communications Assistant, Maris Zammataro.

ITEM C. BOARD MEMBER REMARKS

- Ed Avol shared information about receiving National Institute of Health funding to support student researchers and discussed potential opportunity for HCBF to engage a student intern. HCBF Staff will follow-up to schedule meeting to discuss potential projects.
- Richard Havenick provided a reminder about the Ports Clean Air Action Plan update scheduled for Jan 27th at 10 AM.

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED DECEMBER 18th, 2020.

Board voted to the HCBF Board Meeting Minutes dated December 18th, 2020, no revisions.
Motion by Ed Avol. Seconded by Jayme Wilson. Carried unanimously.

REGULAR ITEM(S)

ITEM 2. HEALTHY HARBOR COMMUNITIES INITIATIVE FUNDING RECOMMENDATIONS (ATTACHMENT 2)

Staff provided overview of the proposals recommended for funding and followed-up on information requested during the January board meeting. The total amount recommended through the HHCI grant program is \$290,831 in PCMTF funds.

Motion by Gabriela Medina for the remaining \$40,831 allocated for Round 7 of Community Benefit Grant Program be added to Healthy Harbor Community Initiative Grant Program, approve the Staff recommendations to award four grants to the qualified organizations as detailed in the Staff Memo, and to authorize the Executive Director to report and execute letter to the Board of Harbor Commissioners and execute and administer the grant agreements for the approved grantees. Seconded by Jayme Wilson. Carried unanimously.

ITEM 3. HCBF PLANNING DISCUSSION (ATTACHMENT 3)

Staff provided an overview of the anticipated program activities for 2021-2022 and funding allocation scenarios. The Board discussed HCBF’s organizational priorities of increasing HCBF’s visibility in the community and with partners, increasing communications and outreach activities, and securing additional resources for HCBF to ensure longevity. The Board also discussed multiple scenarios pertaining to the allocation of funds moving forward into 2021 and 2022. Discussion to be continued at the next meeting.

Due to limited time, Staff will follow-up with each Board Member after the meeting to identify three top goals to help increase resources for HCBF.

ITEM 4. MEETING ADJOURNMENT

Meeting adjourned: 12:06 PM

NEXT MEETING:

10:00 A.M., Friday, February 26th, 2021 (via Zoom)

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

Gisele Fong, Chair

Date