



**MINUTES OF THE
HCBF BOARD OF DIRECTORS MEETING**
Friday, February 26th, 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: 10:04 AM

ROLL CALL

Board Present: Gisele Fong, Chair; Ed Avol, Vice Chair; Gabriela Medina, Director; Richard Havenick, Director; Angelo Logan; Director

Board Absent: Cristin Mondy, Secretary; Jayme Wilson, CFO/Treasurer

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

- No public comments

ITEM B. STAFF REMARKS

- HCBF is currently in the annual audit process. Presentation of audit report will be brought to the full Board at the next meeting.
- HCBF's Healthy Harbor Communities Initiative Grant Program funding recommendations will be on the March 4th BOHC agenda.
- HCBF's Board member search process is currently going on. Staff and the ad hoc committee will be meeting next week to review list of potential contacts and discuss the recruitment and vetting process.

ITEM C. BOARD MEMBER REMARKS

- Angelo Logan provided brief update on the federal transportation legislation relevant to ports, environmental justice communities, and aligned with addressing the climate crisis. Suggested that it is important that we follow what is going on with these and other relevant legislation as federal level.
- Richard Havenick shared that natural gas is being pushed very heavily because it benefits the reduction of particulate matter and cancer-causing agents, though the contribution to climate change is not being considered. Mentioned that the optimal scenario may be to go directly to zero emission technology without using natural gas as a stepping stone on the way there.

CONSENT ITEM(S)

ITEM 1. REVIEW AND APPROVAL OF HCBF BOARD MEETING MINUTES DATED JANUARY 22, 2021.

Board voted to the HCBF Board Meeting Minutes dated January 22, 2021, no revisions.

Motion by Richard Havenick. Seconded by Ed Avol. Roll call vote. Motion carried unanimously.

REGULAR ITEM(S)

ITEM 2. CLOSED SESSION

EMPLOYEE PERFORMANCE EVALUATION

Government Code Section 54957

Title: Executive Director (annual review)

CONFERENCE WITH LABOR NEGOTIATOR

Government Code Section 54957.6

HCBF Designated Representative: Chair Gisele Fong

Unrepresented Employee: Executive Director

Staff and Attendees left the meeting for Closed Session.

Start Time for Closed Session: 10:14am

End Time for Closed Session: 10:58 am

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

Following the closed session annual review, the board voted to approve the revised employment agreement for Executive Director Meghan Reese.

Motion by Ed Avol. Seconded by Gabriela Medina. Carried unanimously.

Angelo Logan and Gabriela Medina left the meeting at 11:00AM. No longer have quorum.

ITEM 4. REVIEW AND APPROVAL OF INTERNAL FINANCIAL STATEMENT- YEAR END DECEMBER 31, 2020 (ATTACHMENT 3)

Mary Silverstein of RMG, LLC presented the Financials, which are produced, reconciled, and reviewed with the Executive Director on a monthly basis. It was established that the organization will carry on fully funded for the 2021 budget.

Gabriela Medina returned at 11:30am and have quorum again.

Board voted to approve the unaudited financial reports through Dec. 31, 2020.

Motion by Ed Avol. Seconded by Gabriela Medina. Roll call vote. Motion carried unanimously.

ITEM 5. HCBF PLANNING FOLLOW UP

Meghan Reese provided brief recap of the funding allocation scenarios presented during the January Board meeting. There was Board consensus around Scenario 1 which focused on programming around the TraPac Appellant-directed funds for 2021. This program is still in the process of being developed. Richard Havenick requested clarification pertaining to marketing and outreach funds.

Board voted to adopt funding allocation scenario #1.

Motion by Ed Avol. Seconded by Gabriela Medina. Roll call vote. Motion carried unanimously.

Staff discussed the feedback provided by the Board about strategies to help HCBF obtain more resources. Staff will follow-up with individual Board Members to discuss Board activities and how Staff can offer support and develop roadmap of activities. There was consensus among Board for Staff to move forward with laid out goals and activities. Staff to follow up with Richard Havenick to provide information to better quantify benefits from HCBF funded projects.

Meeting adjourned: 12:01 PM

NEXT MEETING:

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

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

Gisele L Fong
Gisele L Fong (Jun 7, 2021 15:32 PDT)

Jun 7, 2021

Gisele Fong, Chair

Date