



## **HCBF BOARD OF DIRECTORS ANNUAL MEETING**

Friday, March 25, 2022, 10:00 A.M. PST

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

**Pursuant to AB 361, the Board of Directors finds that a statewide state of emergency remains in force and State and local officials continue to recommend measures to promote social distancing.**

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

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

**BOARD MEMBERS:** Gisele Fong, Chair; Gabriela Medina, Vice Chair; Ed Avol, Secretary; Richard Havenick, CFO/Treasurer; Jayme Wilson, Director; Charlene Contreras, Director; and Magali Sanchez-Hall, Director.

**HCBF STAFF:** Meghan Reese, Executive Director; and 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 & APPROVAL OF HCBF BOARD MEETING MINUTES DATED FEBRUARY 25, 2022 (Attachment 1)**

**Recommendation to the Board: Approval of the HCBF Board meeting minutes dated February 25, 2022.**

#### **REGULAR ITEM(S)**

#### **ITEM 2. REVIEW AND APPROVAL OF AUDIT FOR 2021 (Attachment 2)**

**SUMMARY:** A copy of the proposed Audit and supporting documents for 2021 are attached for the Board's review and discussion. John Mullins from Mullins PC will provide an overview of the attached document.

1. Audit Packet

#### **Recommendation to the Board:**

1. **Approval of the Annual Audit for FY 2021.**

### **ITEM 3. EAST WILMINGTON FREIGHT MITIGATION PROPOSAL (Attachment 3)**

**SUMMARY:** The City of Los Angeles, office of Councilman Joe Buscaino in collaboration with the Southern California Association of Governments (SCAG), prepared the Wilmington Freight Mitigation Study, a transportation planning study to examine existing traffic conditions and identify recommendations to reduce truck and train conflicts at two rail and roadway grade crossings in the Wilmington area of Los Angeles while mitigating impacts on the surrounding residential neighborhood.

Councilman Joe Buscaino is seeking to establish a partnership with the Harbor Community Benefit Foundation in the amount of \$150,000 to fund residential mitigation measures for the residents living in the immediate vicinity of the Wilmington Freight Mitigation Study. These measures include, but are not limited to, residential air filtration systems, double pane windows, and other measures that HCBF deems appropriate to combat the air contamination created by the truck traffic. Harbor Community Benefit Foundation will administer the funds and the RFP to identify an appropriate agency that can deliver on the goals of the proposal. This effort will be part of a larger presentation of measures led by Councilman Buscaino to combat the impacts of freight in East Wilmington. Board shall review and discuss the East Wilmington Freight Mitigation Proposal.

1. East Wilmington Freight Mitigation Proposal

### **ITEM 4. BOARD SEAT DISCUSSION**

**SUMMARY:** At the August 13<sup>th</sup>, 2021 Board of Directors meeting, the board voted to renew Director Gisele Fong (Director Seat A) for a consecutive fourth term following BOHC approval of the resolution to amend the Bylaws where the Final Term Date for all Directors were extended for one additional term (2 years). Directors, however, are not required to complete the full 4<sup>th</sup> term. Director Fong has decided to exit the board one year into the 4<sup>th</sup> term, by August 2022, thereby opening up an available board seat.

#### **Recommendation to the Board:**

1. Convene an ad hoc committee for the Board seat replacement search process.

### **ITEM 5. 2022 GRANT FUNDING DISCUSSION (Attachment 4)**

**SUMMARY:** At the February 25<sup>th</sup>, 2022 Board of Directors meeting, Staff presented plans for 2022 grant programs. Board shall discuss upcoming grant cycle with PCMTF funds to confirm grant program and provide initial guidance on funding priorities. Board shall vote on the previously discussed amount of \$250,000 in PCMTF funds.

1. Staff Memo – 2022 PCMTF Grant Program

#### **Recommendation to the Board:**

1. Convene an ad hoc committee to support staff during the RFP process and review of grant applications.
2. Approve the proposed PCMTF grant program and funding amount of \$250,000.

### **ITEM 6. MEETING ADJOURNMENT**

#### **NEXT MEETING:**

10:00 A.M., Friday, April 22, 2022 (via Zoom Webinar)

### **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 notify Staff for each item they wish to address. A speaker will be limited to (3) minutes to speak on public interest items. **Please see below for further instruction.**

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 during 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. Members of the public may contact HCBF Staff via email or by calling (310) 997-7116. [www.hcbf.org](http://www.hcbf.org)

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

1. Members of the public are invited to participate in the meeting during public comment or on a specific agenda item.
2. **By Email:**
  - a. 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**.
  - b. 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.
  - c. 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.
3. **If you would like to submit a public comment during the meeting:**
  - a. 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.
  - b. 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.
  - c. 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.

4. 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).