



**MINUTES OF THE
HCBF BOARD OF DIRECTORS ANNUAL MEETING**

Friday, October 22, 2021, 10:00 A.M.

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.

MEETING CALLED TO ORDER: 10:03 AM

BOARD ROLL CALL

Present: Gisele Fong, Chair; Gabriela Medina, Vice Chair; Ed Avol, Secretary; Richard Havenick, CFO/Treasurer; and, Charlene Contreras, Director

Absent: Jayme Wilson, Director

ITEM A. PUBLIC COMMENT ON NON-AGENDA ITEMS

- No public comments

ITEM B. STAFF REMARKS

- Staff updates will be provided in Item 5.

ITEM C. BOARD MEMBER REMARKS

- Richard Havenick shared updated related to the Port Clean Air Action Plan update and the Clean Trucks Rate.
- Ed Avol shared that the Port of LA recently released its 2020 emission inventory. Concerned about the current backup of vessels in the harbor area. Gabriela Medina mentioned that the CD15 has received calls about this issue from the community and Mayor's office will have a task force to address this issue.

CONSENT ITEM(S)

ITEM 1: REVIEW & APPROVAL OF HCBF BOARD MEETING MINUTES DATED SEPTEMBER 24, 2021

No edits to the minutes. Board voted to the HCBF Board Meeting Minutes dated September 24, 2021. Motion by Richard Havenick. Seconded by Ed Avol. Following roll call vote, motion carried.

REGULAR ITEM(S)

ITEM 2. REVIEW AND APPROVAL OF 2022 ANNUAL HCBF OPERATING BUDGET

Mary Silverstein presented the Draft 2022 Annual Operating Budget. The final budget will be presented to the Board at an upcoming Board meeting. Board voted to:

1. Approve and adopt the 2022 HCBF Operating Budget totaling \$325,000;

2. Authorize the HCBF Executive Director to transfer \$32,500 from the AQMF Administrative Funds on hand to the HCBF Operating account.
3. Authorize the HCBF Executive Director to:
 - a) Present the 2022 annual operating budget in the amount of \$325,000 to the Los Angeles Board of Harbor Commissioners (BOHC), requesting concurrent approval of the transfer of \$292,500 from the PCMTF to HCBF to sufficiently fund the 2022 annual operating budget; and
 - b) Execute a joint letter with the BOHC, or its designee, to authorize JP Morgan Private Bank to distribute funds in one lump sum transfer from the PCMTF to HCBF, in an amount not-to-exceed \$292,500, to sufficiently fund the administrative needs of its 2022 annual operating budget.

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

ITEM 3. AIR QUALITY MITIGATION FUND ANNUAL ADMIN BUDGET DISCUSSION

Mary Silverstein presented the annual 2022 AQMF administrative budget to the Board. Following discussion, Board voted to:

1. Approve the transfer of \$32,500 from the Bank of America AQMF Admin account to the HCBF Operations account for allowable allocated expenses for 2021; and
2. Approve the 2022 AQMF Budget in the amount of \$56,110, authorizing submission of the detailed budget report to the Executive Director of the Harbor Department, pursuant to Section 5.h of the Memorandum of Agreement.

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

ITEM 4. HEALTHY HARBOR COMMUNITIES INITIATIVE ROUND 1 GRANTEE PRESENTATIONS

Staff provided a brief overview of the Healthy Harbor Communities Initiative Grant Program and introduced the Round 1 grantees who provided presentations. Cindy Salazar from St. Mary Medical Center provided an update on the mobile care unit's activities to date. Sylvia Betancourt from Memorial Medical Center Foundation/Long Beach Alliance for Children with Asthma (LBACA) shared updates regarding asthma care enrollees and the children/family asthma education program. There have been many challenges due to the pandemic, but programs are moving forward.

ITEM 5. STAFF UPDATE

Staff provided updated on HCBF financials and follow-up on activities with Sheikh/Impact. Amber Sheikh will be providing presentation to the Board at an upcoming meeting. Board search process is on track and a recommendation will be brought to the Board at the December meeting. Staff encouraged Board to follow/share HCBF posts on social media. Staff also shared updates on student projects being completed in partnership with CSULB's Service-Learning program. HCBF is hosting five students this Fall semester.

ITEM 6. HEALTHY HARBOR COMMUNITIES INITIATIVE FUNDING RECOMMENDATIONS

Staff provided an overview of the TraPac Appellant Directed round of funding through the Healthy Harbor Communities Initiative Grant Program. Staff presented the four recommended proposals for funding, which included Wilmington Community of Schools for \$250,000; Los Angeles Walks for \$50,000; Wilmington Community Clinic for \$50,000; and South Bay Center for Counseling for \$50,000, for a total funding recommendation of \$400,000. The ad hoc committee, which included Charlene Contreras, Richard Havenick, and Gabriela Medina, also shared their support and reasoning for the recommendations. Following discussion, Board voted to approve the Staff recommendations.

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

ITEM 7. MEETING ADJOURNMENT

Meeting adjourned at 12:32 PM

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

Ed Avol

Dec 13, 2021

Ed Avol, Secretary

Date

Signature: 

Email: avol@usc.edu