



**REGIONAL ACCESS PROJECT FOUNDATION BOARD OF DIRECTORS
BOARD MEETING DRAFT MINUTES**

September 22, 2021 9:00 AM

Join Zoom Meeting <https://us02web.zoom.us/j/83410374593>

Dial by your location:

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Meeting ID: 834 1037 4593

I. CALL TO ORDER *by Chairman C. Borba* - Roll Call: *C. Borba, J. Pye, M. Gonda, M. Gialdini, C. Galvez, B. Gonzalez, B. Hudson, R. Gutierrez, J. Hayes, M. Moran, T. St. Johns, A. Martinez, R. Ortega, E. Romero joined at 9:11, V. Tanner, A. Wilson, M. Blue joined at 9:05, Supervisor Perez.*

Absent: B. Kroonen

Beth Burt – Exec. Director of Autism Society

Staff: L. De Lara, N. Duffy, M. Reyes, T. Arredondo, G. Montano, A. Cota-Quinonez

II. Approval of the AGENDA

In order to meet Brown Act requirements. Items may be added to the agenda only upon decision by a majority of the Board of Directors to add the item because of a need for immediate action.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>M. Moran to approve Agenda as presented.</i>	<i>M. Gialdini</i>	<i>16</i>	<i>0</i>	<i>0</i>

III. PUBLIC COMMENT / PRESENTATIONS

Presentation by a recently funded organization: Autism Society - Beth Burt, Executive Director
Presentation made and questions addressed.

IV. CONSENT ITEMS: Action Required

A. Draft Minutes of Board Meeting on July 28, 2021 (Attach. #1)

B. The Fiscal Year Ending (FYE) 6.30.21 Financials are provided for review and will need board adoption (Attach. #2)

C. Monthly Financial Reports ending July 30, 2021 are provided for review and action. (Attach. # 3)

D. Monthly Financial Reports ending August 31,2021 are provided for review and action. (Attach. #4)

E. NPO Centric DIRECTOR REPORT (Attach. #5) – Receive and file.

F. CEO’s REPORT (Attach. #6) – Receive and file.

G. GRANT DIRECTOR’S REPORT (Attach #7) – Receive and file.

H. Tobacco Grant Report (Attach. #7a) - Receive and file.

Staff Recommendation: To receive and file the July 28, 2021 BOD Minutes, Financials for FY 6-30-21, Month Ending 7/30/21 and Month Ending 8/31/21, NPO Centric Report, CEO Report, and Grants Director Report.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<p><i>M. Moran to approve items A, E-H.</i></p> <p><i>Item B to be approved, on the condition that the Finance Director sends the FYE 6-3-21 Financials to the Board by 9/28 and that there are no unresolved questions/issues.</i></p> <p><i>Item C and D will be continued until next month.</i></p>	M. Gialdini	18	0	0

V. NEW BUSINESS ITEMS – Action Required
 A. Annual Report for FY 2020-21 (Attach. # 8)

Executive Committee Recommendation: To approve and forward a copy to the Executive Office.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<p><i>M. Moran to approve after being informed by CEO that the Auditor has given “ok” to Financials being Final.</i></p> <p><i>Also, to separate the CARES grant in Expenses and Revenues since it is one time only funding.</i></p>	M. Gialdini	18	0	0

B. The CEO Performance Template

The Governance and Executive Committees have been working on the CEO Template for several months. It will be used for the next CEO Evaluation. This is the final version recommended by the Governance Committee to the Executive Committee for additional review. (attach.#9).

The Executive Committee will review it one more time on Sept. 20 and will provide a verbal update/ verbal recommendation.

Motion:	Second:	Approve:	Denial:	Abstention Names:
M.Moran to approve with the 3 changes recommended by the Exec. Committee	J. Hayes	17	1	0

C. Change the Health Care benefit eligible amount for RAP employees.

RAP currently contributes \$1100 a month towards health benefits. If a person has other health benefits, he/she can choose to decline on the health insurance and instead receive a cash payment of \$880/a month. Health Insurance rates increase as a person ages. The amount for people over the age of 60 exceeds \$1100 a month. The proposed change is:

RAP to contribute up to \$1100 a month for health care benefits which can be used for the employee or eligible family member, or at a minimum the cost for the employee's coverage, consistent with other employee's coverage. An employee is required to apply for Medicare upon reaching the age of 65.

If an employee has health care insurance through other means, the employee can choose a cash out option which cannot exceed 80% of \$1100.

The fiscal impact is \$2580 a year increase.

Executive and Finance Investment Committees will have met on Sept. 20 and will provide verbal recommendation.

No action taken. The CEO reported that the Executive Committee will continue to discuss and hope to make a recommendation at the October meeting.

D. Revise the Bylaws and Board Handbook regarding the CEO Evaluation review frequency.

CEO to be evaluated every year. However, if the CEO has received an above satisfied rating evaluation for three consecutive years that the full (summative) evaluation takes place every other year. The CEO is to report the board every 6 to 8 months the status of Goals and objectives jointly developed by the executive board and CEO

Governance Committee Recommendation: To approve the revision above to be made to the Bylaws and Board Handbook.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>J. Hayes to conduct the CEO Evaluation annually initiate it Oct. 1. utilizing the new format. Thereafter have the annual evaluation done at the end of May</i>	<i>M. Gialdini</i>	<i>18</i>	<i>0</i>	<i>0</i>

E. CEO Discretion to trade

Approve the CEO to exercise discretion for investment/trading purposes when the amount is \$25,000 or less and is consistent with the Investment Policy.

Finance Investment Committee will meet on Sept. 20 and will provide a verbal recommendation.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>J. Hayes to approve the Finance Committee Recommendation.</i>	<i>M. Gialdini</i>	<i>18</i>	<i>0</i>	<i>0</i>

F. Funding Requests. Review Grant Budget (Attach. #10)

#1 - Small Grant	Coachella Valley Volunteers in Medicine
Requested Amount:	\$5000
Program:	Improving care through new medical equipment
Reviewers Scores:	83%

	94% 89%
Prior RAP Funding:	None – however, Doug Morin has been an adviser and grant reviewer for RAP in the past.
Summary:	This project will replace Integrated wall systems containing diagnostic equipment that were previously used and donated to the clinic when we opened the doors at our current location in 2010. Presently not all of the items contained in these systems are in working condition
Representative:	Doug Morin

Grant Committee will meet on Sept. 20 and Committee Chair will provide verbal recommendation.

Motion:	Second:	Approve:	Denial:	Abstention Names:	

#2- Small Grant	Coachella Valley Volunteers in Medicine
Requested Amount:	\$5000
Program:	Medical Equipment Replacement Project
Reviewers Score:	100% 89%
Summary:	This project requests funding to purchase two pieces of diagnostic equipment for our clinic. We wish to purchase one diagnostic wall system that contains a BP cuff (interchangeable with different sized cuffs), an ophthalmoscope, an otoscope and a tip dispenser.
Representative:	Doug Morin

Grant Committee will meet on Sept. 20 and Committee Chair will provide verbal recommendation.

Motion:	Second:	Approve:	Denial:	Abstention Names:	NPO Membership?

#3 - Small Grant	Camp Laurel Foundation Inc.
Requested Amount:	\$5000
Program:	2021 Transgender/Gender Diverse / Youth Affected by HIV/AIDS Mental Health Programs
Reviewers Score:	100% 91%
Prior RAP Funding:	None
Summary:	The Laurel Foundation is proposing support for transgender/gender diverse youth and youth affected by HIV/AIDS living in eastern Riverside County to attend our year-round mental health programs. Programs include: – Resident Camps – Day Camps – Life-Skills Retreat – Educational Workshops -Tutoring -Support Groups – Virtual Programs
Representative:	Margot Anderson

Grants Committee Recommendation: Will be provided by Grants Committee Chair verbally since the Committee will have met on Sept. 20.

#4 - Sponsorship Request	CREATE Center for the Arts
Requested Amount:	\$2500
Program:	5th Anniversary & Annual Young Artists Exhibition
Reviewers Score:	N/A
Summary:	CREATE Center for the Arts will host its 5th-year anniversary celebration event in tandem with the Gui Ignon Annual Young Artists Exhibition. The Gui Ignon Young Artist Exhibition gives emerging artists the opportunity to showcase their work on display, have it judged and win prizes for their achievements in multiple categories. For the young artists, this is an important event that enables many their first-time exposure to the exhibition experience as well as encourages their future work and study by having their work expertly curated, judged and awarded.
Prior RAP Funding:	12/2019 – Desert Fast Pitch \$2000 8/2020 – Rivco Technical Assistance \$10,000
Representative:	Robert Mann

Grants Committee Recommendation: Will be provided by Grants Committee Chair verbally since the Committee will have met on Sept. 20.

Motion: <i>J. Hayes to approve the Grant Committee Recommendations which were to approve #1-#4 for the requested amounts.</i>	Second: <i>M. Gialdini</i>	Approve: <i>17</i>	Denial: <i>0</i>	Abstention Names: <i>E. Romero left the meeting during the vote</i>
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#5 Emergency funding request of \$25,000 to assist North Shore Residents Without Electricity due to Storm Damage - Ratification Action Needed

The Executive Committee met on Sept. 2 to consider a request from the County Housing Agency to match the Desert Healthcare District’s \$25,000 to assist with purchase of generators, hotel vouchers/\$75 Gift Cards for food. Residents were without electricity for 5 days. The County contributed \$25,000 and Imperial Irrigation contributed up to \$100,000 for hotel vouchers to vulnerable residents.

The County was able to increase the gift cards to \$100 each to approximately 650 residents.

Executive Committee Recommendation: To ratify their action approving a \$25,000 grant amount. The County will provide documentation that funds were utilized or refund any amount not used for this purpose.

Motion: <i>M. Moran to approve the Executive Committee Recommendation.</i>	Second: <i>M. Gialdini</i>	Approve: <i>18</i>	Denial: <i>0</i>	Abstention Names: <i>Supervisor Perez</i>
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- G. Board Strategic Planning Meeting
 - Board Assessment

- Itinerary
- Date and time

Motion: M. Gialdini to have the Board Strategic Planning meeting on Oct. 27 from 8 – 2 PM	Second: M. Gonda	Approve: 18	Denial: 0	Abstention Names: Hudson left the meeting before the vote was taken.
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VI. INFORMATIONAL ITEMS- No Action

- BOARD ATTENDANCE for 2021 (Attach. #11)
- EXECUTIVE–Met July 15 and Sept. 2, Minutes (Attach. #12a and 12b).
- HEALTH-MENTAL HEALTH – Will meet on Sept. 16. Feb. Minutes (Attach. # 13)
- GRANTS –June 14. Minutes attached (Attach. #14). Will meet on Sept. 13.
- NPO Centric– June Minutes (Attach. #15). Next meeting in October.
- FACILITIES- June Minutes (Attach. #16). Next meeting Sept. 22.
- GOVERNANCE – Next meeting October 19.
- AUDIT – Next Meeting to take place in early October.
- FINANCE & INVESTMENT – July 12 Minutes (Attach. # 17). Next meeting on Sept. 20
Board Member M. Blue has joined this committee as of Oct. 1.
- NOMINATIONS COMMITTEE– Next meeting to take place in October.

VII. BOARD MEMBER / STAFF COMMENTS

Introduce Alexis Cota-Quinonez - **Introduced**

J. Pye mentioned that Armando E., a RAP NPOC Committee member was selected at the Natl. Philanthropy Nonprofit Founder of the year.

Congratulations to E. Romero on her recent marriage.

Oasis Park will have a Ribbon cutting event on Oct. 1 at 6 PM

AMartinez mentioned that the OOA Foundation will be hosting a Fundraising golf event on Dec. 4 The Board Chair suggested that the information be included in the next Newsletter along with the mention of the AFP Honor for Armando.

VIII. ADJOURNMENT: Next meeting is October 27, 2021 at 9:00 AM. Continental Breakfast will be ready at 8:30. **At 10:39**