



**REGIONAL ACCESS PROJECT FOUNDATION BOARD OF DIRECTORS
BOARD MEETING
APPROVED MINUTES
October 27, 2021 8:00 AM**

I. CALL TO ORDER 8:04 by Chair C. Borba - Roll Call: *C. Borba, J. Pye (arrived at 8:12), M. Gialdini, B. Kroonen, C. Galvez, B. Gonzalez, J. Hayes, M. Moran, T. St. Johns, A. Martinez, R. Ortega, V. Tanner (joined at 8:08), A. Wilson, M. Blue, P. Cooper/Supervisor Perez, A. Dew. M. Gonda arrived at 8:30.*
Staff Present: *L. De Lara, M. Reyes, G. Montano, N. Duffy, S. Minor, T. Arredondo, A. Cota-Quinones.*
Absent: *E. Romero, R. Gutierrez*

Motion by M. Moran to add Resolution 2021.07 Resolution of the Board of Directors of the Regional Access Project Foundation Ratifying the State of Emergency and Authorizing Remote Teleconference Meetings. Second: M. Gialdini Yes: 13 No: 0 Abstain: 0

Motion by M. Moran to approve Resolution 2021.07 Second: M. Gialdini Yes: 12 No: 1 Abstain: 0

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 the agenda with one addition of Resolution 2021.07</i>	<i>V. Tanner</i>	<i>14</i>	<i>0</i>	<i>0</i>

III. PUBLIC COMMENT / PRESENTATIONS

Results Based Accountability (RBA) Update - Stephanie Minor, NPOC Director - *Presentation made and the consensus from the Board was favorable of efforts underway.*

IV. CONSENT ITEMS: Action Required

- A. Draft Minutes of Board Meeting on September 22, 2021 (Attach. #1)
- B. NPO Centric DIRECTOR REPORT (Attach. #2) – Receive and file.
- C. CEO’s REPORT (Attach. #3) – Receive and file.
- D. GRANT DIRECTOR’S REPORT (Attach #4) – Receive and file.

Staff Recommendation: To receive and file the September 22, 2021 BOD Minutes, NPO Centric Report, CEO Report, and Grants Director Report.

Motion:	Second:	Approve:	Denial:	Abstention Names:

<i>M. Moran to approve the Consent Items.</i>	<i>M. Gonda</i>	<i>16 15 on Item A.</i>	<i>0</i>	<i>0 B.Kroonen abs. On Item A.</i>
---	-----------------	-----------------------------	----------	--

V. NEW BUSINESS ITEMS – Action Required

- A. Resolution No. 2021.06 Limit Leasing Office Space to Nonprofits and Public Agencies (Attach. #5). The Facilities Committee has been discussing this issue for a couple of months. They want to give nonprofits an advantage for leasing future space over for profits. Currently we are at full occupancy.

The Facilities Committee: To adopt this Resolution.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>M. Gonda with one change-define "break in lease".</i>	<i>M. Gialdini</i>	<i>14</i>	<i>1</i>	<i>T. St.Johns did not participate in vote.</i>

- B. 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 fiscal impact is \$2,580 a year. 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 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.

Executive Committee Recommendation: To require employees to apply for Medi Care once eligible. To increase the amount to cover the insurance premium of RAP employees.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>M. Moran to require employees to apply for Medi Care once eligible.</i>	<i>M. Gialdini</i>	<i>16</i>	<i>0</i>	<i>0</i>

- C. Board Member Valerie Hudson’s Resignation effective October 15. (Attach.6)

Executive Committee Recommendation: To accept Valerie’s resignation with regrets and send her a “Thank You” letter.

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>J. Hayes to accept the Executive Committee’s Recommendation.</i>	<i>16</i>	<i>0</i>	<i>0</i>	<i>0</i>

- D. Request for Proposal for Information Technology

The Information Technology 3 year contract with Acorn is due to expire in October. RAP staff created an RFP, with input from board members M. Gonda and M. Moran. It was sent to seven entities and the due

date for proposals was Sept. 24. Two were selected to be interviewed: ACORN and SOKO-Tek along with consideration to explore Google on-line support (Attach. 7 & 8).

Executive Committee Recommendation: To explore transitioning to Google in the next 3 months.

Motion: Second: Approved: Opposed: Abstention Name(s):

No Action taken.

E. Revision to Bylaws to address Advisory Committees' authority. The Executive Committee considered if all potential legal issues should be directed to the Executive Committee prior to the item being addressed by the Board.

Executive Committee Recommendation: Revise the Bylaws to reflect that all potential/evident legal issues will be directed to the Executive Committee prior to being directed to the Board. All unbudgeted expenses will go to the Finance Investment (FI) Committee, then the Executive Committee, prior to being directed to the full board. Keeping in mind that if there is a timing issue, that there be a joint Executive and FI committee meeting to ensure that their input is considered prior to advancing to the Board

Motion:	Second:	Approve:	Denial:	Abstention Names:
<i>M. Moran to approve the Executive Committee's Recommendation.</i>	<i>M. Gonda</i>	<i>16</i>	<i>0</i>	<i>0</i>

F. Authorization of additional user for the BREX Credit Card.

Authorize the Finance Director as a user for the Brex card to handle expenses when other cardholders are unavailable. Credit Limit to be set by the CEO but will be \$2,000 on a regular basis, unless changed for a limited time.

Finance Investment (FI) Committee Recommendation: To add the Finance Director as a user on the Brex credit card. The amount to be set by the CEO, at most times will be \$2,000 unless an increase is required for a limited period.

<i>Motion:</i>	<i>Second:</i>	<i>Approve:</i>	<i>Denial:</i>	<i>Abstention Names:</i>
<i>J. Hayes to approve the FI Committee's Recommendation.</i>	<i>M. Gonda</i>	<i>16</i>	<i>0</i>	<i>0</i>

G. Funding Requests. Review Grant Budget (Attach. #9)

1. Funding Request -Action Required

Small Grant	Foundation of Palm Springs Unified School District
Requested Amount:	\$5,000

Program:	SMART Field Trips
Reviewers Scores:	77% and 89%
Prior RAP Funding:	Not in recent years
Summary:	The Foundation implemented the Student Mentor and Resource Training (SMART) Program in 2019. SMART offers a comprehensive learning-support environment to help struggling students navigate the college application and financial aid process. In addition to college and career readiness, SMART helps students acquire necessary life skills by forming invaluable connections with an adept mentor.

Grant Committee Recommendation: To approve \$1500 and utilize the Special Education allocation for this purpose.

Motion:	Second:	Approve:	Denial:	Abstention Names:	
<i>A. Wilson to approve \$5,000 - \$1500 from Special Education Fund.</i>	<i>V.Tanner</i>	<i>13</i>	<i>2</i>	<i>0</i>	<i>C.Borba recused himself due to conflict of interest.</i>

Request 2. Funding Request - Action Required

Small Grant	Coachella Valley Youth Golf Foundation
Requested Amount:	\$5000
Program:	First Tee School Program in the PSUSD
Reviewers Scores:	77% 60%
Prior RAP Funding:	Not in recent years
Summary:	Part of an international youth development organization, First Tee - Coachella Valley's mission is to impact the lives of young people by providing educational programs that build character, instill life-enhancing values and promote healthy choices through the game of golf. A grant would help launch The First Tee School Program in the Palm Springs Unified School District (PSUSD), bringing its curriculum to 16 elementary schools during physical education classes. We provide school districts with all the necessary equipment, complete lesson plans, professional training, outreach and support needed to maintain the First Tee School Programs.

Grant Committee Recommendation: To approve \$5,000 from Small Grants allocation.

<i>Motion:</i>	<i>Second:</i>	<i>Approve:</i>	<i>Denial:</i>	<i>Abstention Names:</i>	
<i>M. Gonda to approve the Grant's Committee Recommendation</i>	<i>A. Wilson</i>	<i>15</i>	<i>0</i>	<i>0</i>	<i>C.Borba recused himself due to conflict of interest.</i>

H. Approve the FY 2020-2021 Audit

The Audit Committee is responsible for reviewing/recommending action to the Board regarding the Audit. However, due to increased workload caused by changing auditors, Lund and Guttry, and changes in staffing including Grants Manager, Accountant, Community Services in charge of James Irvine, we need additional time to complete the work. We anticipate having an Audit Committee meeting either the week on Oct. 25 or Nov. 1. Upon completion, an Executive Committee meeting can be scheduled to take action on behalf of the Board to allow the CEO to comply with reporting requirements.

Staff Recommendation: To authorize the Executive Committee to act on behalf of the Board in taking action on the Audit Committee's recommendation regarding the Audit Report. The action can be ratified at the next Board meeting.

Motion:	Second:	Approve:	Denial:	Abstention Names:
B. Kroonen to approve the Staff Recommendation. Also, have the Auditor make a presentation to Audit, Executive and full Board.	M. Moran	15 – A. Martinez left meeting	0	0

Note to self: Possibly joint Audit and Exec. Meeting to reduce meetings for auditor.

VI. INFORMATIONAL ITEMS- No Action

- a. BOARD ATTENDANCE for 2021 (Attach. #10)
- b. EXECUTIVE–Met October 18. September Minutes (Attach. #11).
- c. HEALTH-MENTAL HEALTH – Met on October 21. September Minutes (Attach. # 12)
- d. GRANTS –Met Oct. 18. Sept. Minutes attached (Attach. #13).
- e. NPO Centric– Next meeting in October.
- f. FACILITIES- Met Sept. 22. July Minutes (#14)
- g. GOVERNANCE – Next meeting TBD.
- h. AUDIT – Next Meeting to take place in early October.
- i. FINANCE & INVESTMENT – Met Oct. 18 (Attach. # 15). Next meeting on Nov. 15.
- j. NOMINATIONS COMMITTEE– Next meeting to take place in November.

VII. BOARD MEMBER / STAFF COMMENTS *None*

VIII. Strategic Planning Session

IX. ADJOURNMENT: Next meeting is December 8, 2021 at 9:00 AM. Continental Breakfast will be ready at 8:30. *at 2:00 PM*