Commissioners met at the Central Office. Chair Elizabeth Williams called the meeting to order at 5:01 p.m. Present: Chair Elizabeth Williams, Vice Chair Charmaine Scott, and Commissioners Alan Styles, Thomas Espinoza, Kevin Healy, and Mary Jo Zenk. Absent: Commissioner Kathy Beuthin. Also Present: Jean Goebel, Executive Director; Lynn Santos, Director of Finance; Joni Ruelaz, Housing Programs Manager; Pat Wyatt, Human Resources Manager; Shannon Tonkin, Housing Management Manager; Starla Warren, Fee-for-Service Director of Development; and Mr. Tom Griffin, Legal Counsel. Recorder: Sandy Tebbs

**COMMENTS FROM THE PUBLIC:** None

**PRESENTATIONS:**

Service Award: Chair Williams announced a service award for Monica Carrillo for five years of loyal service to the Housing Authority; the Board congratulates and thanks Ms. Carrillo for her five years of dedicated service.

Chair Williams presented Commissioner Styles with two Certificates for Appreciation for his service on the NAHRO Board of Governors Committee and the NAHRO Commissioners Committee. The Board thanks Commissioner Styles for his service on these national committees.

**CONSENT AGENDA**

A. Minutes – Approval of Minutes of the Regular Board Meeting held October 28, 2013

The Chair announced that these minutes would be brought to the December Board meeting for consideration.

**REPORTS OF COMMITTEES**

Personnel Committee: Commissioner Scott reported everything is on the agenda.

Finance/Dev Committee: Commissioner Espinoza reported everything is on the agenda.

Monterey County Housing, Inc.: Mr. Rose reported at their meeting last Wednesday, the Board ratified having their meetings every other month beginning on January 8, 2014 at 5:30 p.m.; he invited the HACM Board to their January meeting. Mr. Rose further reported that the MCHI-AA Board accepted and passed their independent audit which was very well done; he noted recommendations came from their audit committee that met on October 9, 2013. He stated the Board also went through their Forms 990. Mr. Rose stated he has one sad thing to report and that is President Toivo Kask has elected to devote his time to his wife who has been going through some medical issues. President Kask feels the time it takes to be an officer for MCHI is time consuming and he doesn’t want to cheat the Board or MCHI; therefore, he alerted the Board at the last meeting that his resignation is not yet but imminent. We hope that both President and Mrs. Kask will be able to attend the dinner. MCHI Representative Zenk added that MCHI would appreciate any suggestions for potential Board members.

Affordable Acquisitions: Same as MCHI

Monterey County Housing Development Corporation and LP’s: Ms. Warren reported all these items are covered on the HDC agenda.

**REPORT OF SECRETARY**

A. Executive Report:

Ms. Goebel reported she attended the Pueblo Del Mar annual graduation of residents. She explained that this is a transitional housing program so the residents can only stay there for a period of time and if they meet all their goals, they can graduate; this graduation was a very moving experience. The first graduate of the program was there as well as a number of other graduates from previous years and they all talked about where they are now. One lady described her journey as being a woman who didn’t think much of herself or anybody else to now being a Deputy Executive Director of an organization as well as obtaining two Master’s Degrees; she really turned her life around. The one thing everybody said about Pueblo Del Mar is why they were where they are now was because it really saved their lives.
Ms. Goebel stated she was going to check with Sun Street who runs the program on whether our Board members can be invited to the next graduation.

To query on 70,000 applications have been received for RAD, Ms. Goebel explained RAD is authorized 60,000 units to be converted and they are hoping to get that number raised to 150,000. They have received 79,000 applications and ours should be in that number because we submitted our application last week. She noted it is not in the first 60,000 but we anticipate a number of these applications will be rejected because they don’t have financial plans that work or their expectations are too high and HUD will not think they can accomplish them. We just have to wait and see where we fall. Commissioner Williams thanked Staff for working really hard to get the application submitted. Ms. Goebel stated we hope that Congress will extend the number of units to 150,000. Ms. Warren reminded that Congress is very motivated to get behind this program as well as HUD because it is a no cost change.

NEW BUSINESS

A. Resolution 2772: Ratification of Agreement with SEIU Local 521 Effective September 1, 2012 through August 31, 2016

Ms. Goebel responded to query that the negotiating team worked really hard to keep the language we had in the agreement; there were some changes clearly made through the negotiation process, but we started with the old contract and worked forward.

Commissioner Zenk stated she wanted to thank the Staff for the hard work and the long time it took; she appreciates all the work Staff did to make this happen. Commissioner Williams stated she feels the same way because it was a really long and trying period but the negotiating team did a good job.

Upon motion by Commissioner Zenk, seconded by Commissioner Styles, the Board adopted Resolution 2772, ratifying the agreement between SEIU Local 521 and HACM for the years September 1, 2012 through August 31, 2016 and authorizing the negotiating team representing HACM to sign the agreement. Motion carried with the following votes:

YES: Williams, Scott, Styles, Espinoza, Healy, Zenk
NOES: None
ABSENT: Beuthin

B. Resolution 2773: Extension of the Financial Benefits Provided to SEIU Local 521 Staff Members in the Agreement Effective September 1, 2012 to Non-Affiliated HACM Staff Members

Ms. Goebel explained that this resolution is to carry the same financial benefits to those members of our staff who are not in the union. It does not extend the whole contract to them but just the financial benefits.

Upon motion by Commissioner Espinoza, seconded by Commissioner Zenk, the Board adopted Resolution 2773, authorizing the Executive director to pass on the same financial benefits as the union members have received to the non-affiliated staff members of HACM. Motion carried with the following votes:

YES: Williams, Scott, Styles, Espinoza, Healy, Zenk
NOES: None
ABSENT: Beuthin

C. Resolution 2774: Revision to the Board Travel Policy

Commissioner Williams requested Commissioner Zenk talk about this issue as a member of the Ad Hoc Committee for the Travel Policy. Commissioner Zenk stated the Ad Hoc Committee worked with Staff to review the existing policy to update it based on discussion and clarifications; the changes we recommended are highlighted in the track changes.

Mr. Griffin noted that he believed the goal was to update the policy to meet current federal and state requirements and that was accomplished in this particular policy. He noted that he thinks it provides a little more clarity and flexibility without changing the basic concept. Commissioner Williams noted one significant highlight is that travel requests go through the Board Chair
Upon motion by Commissioner Zenk, seconded by Commissioner Healy, the Board adopted Resolution 2774, approving the revised Travel and Entertainment Policy for Commissioners of the Housing Authority of the County of Monterey. Motion carried with the following vote:

YES: Williams, Scott, Styles, Espinoza, Healy, Zenk
NOES: None
ABSENT: Beuthin

D. NAHRO Committee Appointments

During a lengthy discussion, Commissioner Williams stated she placed this item on the agenda because Commissioner Beuthin had solicited NAHRO to become a member of the International Committee and she wishes Commissioner Beuthin could be here tonight for this discussion. She noted during the Ad Hoc Committee meetings on the Travel Policy, this information came out and that committee had clarified that Board members do not solicit to be on a committee without going through the Board to support them. She reminded that we have Commissioner Styles and Ms. Goebel who represent HACM on NAHRO national committees already. Commissioner Williams asked Commissioner Styles to talk about the International Committee.

Commissioner Styles commented that it doesn’t seem that HACM would gain a lot having a member to this committee because they do a lot of traveling around the world and are working with the third world countries in developing the standard techniques that we currently use for housing so he doesn’t see any benefit for HACM being on that committee. He further noted that most of the folks that are on that committee pay their own way because NAHRO does not pay for any travel. There may be some housing authorities that pay for their member but it would be extremely expensive. To query on whether Commissioner Beuthin had been advised of the proper process for soliciting that association, Commissioner Williams responded the Ad Hoc Committee informed her that it needed to go through the Board before making a commitment like that because it does affect the budget.

To another query if the Commissioner were to travel on her own dime so to speak, how does that hurt HACM? Commissioner Styles explained being on a NAHRO Board requires attendance at two out of three meetings a year, but they do not have to attend the conference; they can just attend those particular meetings at no cost. In most cases, the individual would want to attend the conference which in turn would cost HACM.

Commissioner Williams stated when you become a member of those national committees, you do represent the agency. She noted she applauds the Commissioner for wanting to get involved and for wanting to broaden her horizons, but maybe she could look into joining a different committee and bring it to the Board. A committee that would affect us and HACM could support. Commissioner Williams stated she would like to see this become part of the Board’s protocol that this type of issue go through the Board Chair and the Board before any commitment is made because it will affect the budget.

To a query on whether this was in the revised Travel Policy, Ms. Goebel replied this is a budget issue and the travel policy speaks to how we implement travel expenses and those kinds of things.

Commissioner Zenk stated since Commissioner Styles and Ms. Goebel have now been reappointed to their positions that maybe a Board action should be made for those reappointments. Commissioner Styles stated he has also been appointed to the NAHRO Legislative Committee.

Upon motion by Commissioner Zenk, seconded by Commissioner Healy the Board approved to support Commissioner Styles’ service on the NAHRO Commissioners Committee and the NAHRO Legislative Committee; and to support Executive Director Goebel’s service to the NAHRO Members Service Committee. Motion carried with the following vote:

YES: Williams, Scott, Styles, Espinoza, Healy, Zenk
NOES: None
ABSENT: Beuthin

Commissioner Williams thanked the Board and noted we welcome the Commissioners to bring something they think would benefit the Housing Authority to the Board for consideration. To another query, Commissioner Williams stated she had postponed this issue for two months and she didn’t feel she could postpone it any longer. Commissioner Healy commented to a certain extent in terms that this is clarifying, if someone is applying as a representative of the agency, it
needs to come before the agency Board first. Commissioner Espinoza also commented the fact that for this particular committee, there would be extensive costs traveling around the world, he feels it was fine to address the issue tonight.

E. Board Retreat

A short discussion ensued regarding whether to have an outside facilitator, whether to have two half days or one day. Commissioner Williams noted the Board did their own facilitating at the last retreat and it worked out really well. Commissioner Espinoza reminded the two retreats he has been involved in were one with facilitators and one without and the one without was much more productive plus we had Staff from both organizations that made it even more productive.

The Board tabled this item until the January 2014 Board meeting.

F. NorCal/Nevada Chapter Conference

Ms. Goebel explained this is neither the national nor the regional conference; it is considered the local conference scheduled in Napa, CA, for January 26 through January 28, 2014. The final schedule with courses/classes has not been finalized, but usually there are Commissioner Courses on Sunday afternoon that may roll into Monday. She further explained on Tuesday, Jeff Falcusen from NAHRO may be out to do the legislative update. There is usually a maintenance academy for maintenance staff and some professional development as well.

Commissioner Williams stated she asked that this item be placed on the agenda because travel is getting more expensive and this is a closer conference plus NorCal/Nevada conferences provide good courses. Sometimes these local conference schedules offer more that pertain to us than the national conferences. She requested the Clerk of the Board provide the information via email when it is available; she also stated next month the Board can decide whether to attend or not.

Ms. Goebel stated there should be an email blast with the schedule coming out around the first of December. She further reminded that Pacific Southwest regional does not have a conference scheduled because they just hired a new director and are working on getting that stabilized.

Commissioner Williams reminded that next year the NAHRO conferences are all scheduled for the East Coast; March 9-12 for the Legislative Conference in Washington, DC, July 17-19 for Summer Conference in Tampa, Florida, and October 16-18 for the National Conference in Baltimore, MD. To query on whether this was like the conference held in Monterey a couple years back, Ms. Goebel suggested waiting until the schedule comes out for the NorCal/Nevada to decide whether it would be worth attending. Commissioner Williams further reminded that often the legislators are not in session when the legislative conference is held; she noted it has been talked about attending the Baltimore Conference and taking a side trip to Washington, DC at that time to visit the legislators.

G. Board Parliamentarian

Commissioner Williams stated she requested this be on the agenda because there were some questions that came up about parliamentarian during the elections and there was some discussion about parliamentary matters.

Mr. Griffin, Legal Counsel, reported that this Board is governed by Robert’s Rules of Order as affected by the Brown Act and the Bylaws specifically reference that your meetings will be conducted under Robert’s Rules of Order but that it is secondary to the fact that HACM is statutorily and constitutionally required to meet the Brown Act. He stated he brought a copy of Robert’s Rules of Order if anyone would like to look at it.

Mr. Griffin further reported that typically the Chairperson is the Acting Parliamentarian and is expected to run the meeting in accordance with Robert’s Rules of Order. He stated his experience being at this Board’s table for the occasional times he attends that this Board conducts the general business a little more casually than an explicit following of Robert’s Rules of Order but there are certain things that are done that shows people try to be fairly explicit in following Robert’s Rules of Order and one of them has to do with the election of officers, which is a key act that takes place every year; replacement of Commissioners is another one that this Board has been very clear about doing. Mr. Griffin stated fortunately Staff prepares the resolutions that the Board votes on in a very clear and precise way and that makes it easier to meet the requirements of Robert’s Rules of Order with regard to most of your significant decisions. He cited as an example the motion tonight that the Board did not have a written resolution and then it has to be clearly stated by the person making the motion and clearly stated by the Chairperson so the Clerk gets it down accurately; therefore the record of what was voted
on becomes clear. When Staff prepares the resolutions there is no confusion as to what was actually voted on and adopted by the Board.

Mr. Griffin suggested at a Board Retreat or at another Board meeting that someone could do a 20 minutes presentation on some key aspects of Robert’s Rules of Order so that people would have a general familiarity with it. He also stated if the Board were going to go away from the Chairperson being the parliamentarian at the meetings that would require an amendment to the Bylaws. He pointed out then a situation could arise where there might be a conflict between the parliamentarian and the Chairperson and that could cause it to be unclear as exactly who was in charge of the meeting at that particular moment and time. Mr. Griffin stated he doesn’t see this as a particular issue but it is something that could possibly come up if someone other than the Chairperson was the parliamentarian.

Mr. Griffin further stated it is appropriate for the parliamentarian to seek advice from somebody on a particular matter of order or rule if that arises, but when that happens, the decision still comes back to the Chairperson to make. They just had input from some other source in assisting them in making a particular procedural decision and point. He commented that was his quick summary of considerations that might go with respect to managing your meetings from a procedural point of view.

To query that as it stands now, the Chairperson is the parliamentarian, Mr. Griffin replied yes and that is set out in Section X of Robert’s Rules of Order because it lists all the duties of the Chairperson or President and includes all of the issues of a parliamentarian such as recognizing who gets to speak, what the issue is, determining when the question should be called or not called, and directing the discussion as it moves forward. He reiterated announcing the business before the assembly, recognizing members entitled to speak from the floor, state and put to vote all questions regularly moved that necessarily arise, announce results of the vote, and protect the assembly from annoyances from frivolous motions. That is the job of the Chairperson to control the flow of the discussion and then the actual business of the meeting.

To query, Mr. Griffin replied that is basically what the Chairperson does do here at HACM but slightly in an informal way; if this were an elected body, it might be more particular and precise in how it is done but not a lot. He sits on a City Council and various other district boards and it is not all that different than the way HACM does it here.

To another query, Mr. Griffin explained the Brown Act basically states that the activity of a body such as this Board has to be conducted in public; you cannot meet privately. When you are in a meeting in public, you have to have an agenda and the agenda has to be available to the public for a certain number of hours before your meeting and you cannot consider things outside of that agenda with the exception of very specific issues that you are allowed to consider in Closed Session. When you have closed session items, they have to be identified. It is similar to the Sunshine Law to make sure that the public knows what you are meeting about. It requires all the Board members to abide by the rule with respect to not communicating with each other with regard to issues before the Board without a formal meeting. It means you cannot create a quorum where four members go to lunch and discuss issues because that would violate the Brown Act and would in effect be having a non-agendized meeting. To query, Mr. Griffin responded the Brown Act is for the State of California. It was further noted that Board members cannot talk on the phone to each other about the issues.

Chair Williams stated the reason she brought this to the full Board was because someone had requested a Robert’s Rules of Order be provided to each Board member; however, it is available on the internet and the Clerk of the Board can email that link to the Board members. The parliamentarian should have a copy at their disposal.

Mr. Griffin stated he is willing to provide a copy of the Robert’s Rules of Order that he brought tonight to the Board Clerk who in turn can bring it to future meetings. The Clerk of the Board mentioned that both she and the Clerk for the HDC Board have copies of Robert’s Rules of Order and one is brought to the Board meetings. The Clerk of the Board thanked Mr. Griffin for his offer and requested a copy of his indexed Robert’s Rules of Order.

Commissioner Healy reiterated that for clarity, the Chair is the parliamentarian currently and the Board will leave it as such. Commissioner Zenk noted that Mr. Griffin mentioned a 20 minute work session and that would be helpful especially for the new Commissioners. Chair Williams requested that be put on the Retreat List. Commissioner Styles requested that parts of the Brown Act be included in that presentation at the Retreat by Mr. Griffin.
The Board thanked Mr. Griffin for his input and the copy of Robert's Rules of Order.

INFORMATION

A. Finance Report

Ms. Santos reported that Staff is still working on the audits for June 30th and fast approaching December 31st which is the start of the new audit season. She pointed out that this report is the first quarter of the year so it is too early to see any trends in particular with regard to those costs that fluctuate throughout the year such as maintenance. She explained maintenance people get pulled from one site to another, therefore, the total costs outside of materials and contracts fluctuate for maintenance staff, but it evens out over the year. Ms. Santos reiterated that HACM finally received the calendar year HAP funding information on November 1st and it is down significantly from the prior year, which was expected. To query, she replied it is down 5% for HAP and 17% for Admin Fees. To another query regarding concerns, Ms. Santos responded that she does the concerns every other month, but our concerns are always going to be the HUD budget and we're working through RAD to minimize some of that. She further stated hopefully we will be out of Lakeview shortly which is another concern and Pueblo Del Mar which has been a concern in the past is doing much better. Ms. Goebel noted that Plaza House is also coming to an end and that was one of the concerns.

Commissioner Williams announced that there was a copy of the information for the Holiday dinner at Element Restaurant on the table; please make sure you get it back to the Clerk of the Board. She requested a copy be provided to Mr. Griffin also.

B. Human Resources Report:

Ms. Wyatt reported she had nothing to add to her report.

C. Development Report

Ms. Warren reported she only had three things to add; that the RAD applications have been submitted to HUD after the four meetings with the residents. Staff took the resident comments and put them in the application. She noted even though we are over the 60,000 units we feel our application will be entertained and we should know whether we have been accepted in about 30 days. Once we know, a lot of other things will start happening. Ms. Warren next reported that Plaza House will close by December 31st and to query, she responded the amount remains the same. She next addressed Lakeview and stated a letter was sent to the owners of Lakeview letting them know they need to contact the HACM Finance office for accounting transition and Property Management for the physical transition and that the termination date would be December 16th. So far, they have not made contact with HACM. To query, Ms. Warren replied that the worst case scenario is we stay on for another 30 days to offer a good transition. The letter was both mailed and Fedexed last week, but the owners knew this was coming due to prior correspondence. She stated Staff did notify the Director of HCD, which is the State organization that has the loan as well as the City Housing Department and there is a call out to the City Council person whose jurisdiction Lakeview is located. Commissioner Zenk stated she believes this is on the County’s inclusionary housing and they should be notified also; Ms. Warren replied she didn't think it was on the inclusionary housing list but she would check.

D. Property Management Report:

Ms. Tonkin reported regarding evictions that CRLA has some new attorneys that have been really aggressive with our Staff and not working with us so we will be setting up a meeting with them and our Legal Counsel to see if we can get back to a better working relationship like we had before; she noted usually we hear their side and they hear our side and we can usually meet in the middle but lately there has been no middle. This has also been affecting Ms. Ruelaz’s Staff.

Ms. Tonkin further reported that Staff has been going to Paso Robles regarding lease-up because the advertisements have been posted for their waiting lists so it is now open to the public. She noted she has added more information on the waiting lists on her report such as highlighting the largest wait lists.

E. Housing Programs Report

Ms. Ruelaz reminded that on December 2nd two waiting lists will be closed, Project Based Salinas and Project Based Peninsula because our lists have grown considerably. Currently the department is in the process of getting the utility allowance updated by a company that does
utility allowances for other housing authorities. This is a requirement for SEMAP and our goal is to have it done by January 1st.

Ms. Ruelaz reported that the FSS program had a Women’s Focus Group here at HACM that was sponsored by the Community Foundation; ten women participated. The focus was to get ideas on what the needs are for low income women in the community. She noted it was a great group and the tissue box went around the table several times. There was another focus group scheduled for South County but it had to be changed for some reason by the Community Foundation, but there will also be a focus group scheduled for the peninsula area. She stated there were some FSS graduates that participated in the group and it was good to hear their success stories.

Ms. Ruelaz next reported that our intern from CSUMB entered a contest to change the logo for the NAHRO NorCal/Nevada chapter and her entry won. This intern has been working with us for about six months and it was wonderful for her to receive this award.

Ms. Ruelaz stated currently the FSS Supervisor is working on the application for NAHRO Award of Merit for the POWER Project; the application is due in mid-December. Commissioner Zenk stated she would encourage the FSS Program folks to contact the small business development center in Salinas because there are some workshops that are available for free or low cost that might interest some of our clients; particularly, there is a training program for child care workers. She further noted that one of their advisors is a woman attorney who has a focus group. To query on whether HACM has had an opportunity to work with the Mandell Ginnett Mediation Center, Ms. Ruelaz responded they have been doing our hearings for a few months now and it is working out great.

The Board convened to Closed Session at 6 p.m.

CLOSED SESSION

The Board of Commissioners met in Closed Session for the following purposes and reasons:

A. Government Code Section 54957(b) Personnel Matter
ACTION: No action taken.

The Board reconvened to regular session at 6:30 p.m.

COMMISSIONER COMMENTS

Commissioner Scott stated she wanted to take this opportunity to tell everyone how much she has appreciated being here and learning from everyone. She feels like she has emerged as a better human being for being in your presence so thank you so much; however, it is time for me to offer my resignation from the Board effective December 17th. If you recall she did a smart thing and married the love of her life in December and that sort of put her in an income bracket that was quite a bit different from where she started as a Tenant Commissioner. Thank you all very much; she really appreciates all of you. MCHI Representative Zenk reminded that MCHI is looking for Board members and there is no income requirement. Commissioner Williams noted Commissioner Scott would be an excellent board member for MCHI.

Chair Williams stated it is with deep regret that we accept your resignation; she stated Commissioner Scott has been an excellent Board member and an asset to this Board and she will certainly miss her as the whole Board will. Chair Williams thanked Commissioner Scott for all that she has done for this Board. Commissioner Scott responded thank you for allowing her to serve.

Chair Williams noted we need to allow Staff to proceed with the letters to start the process of finding a new Commissioner; she noted the Ad Hoc Committee for Tenant Commissioner will stand as it is.

Commissioner Healy commented that he was shocked and disappointed that Commissioner Scott is resigning; it has been a pleasure working with her and he hopes that MCHI finds their next and excellent Board member in her. He wished Commissioner Scott the best of luck. Commissioner Healy next thanked the negotiating team for their success in completing the contract negotiations with SEIU; that was a hard fought goal and well worth the time and effort. He further wanted to comment that relative to the parliamentary conversation that he had the opportunity through his work to spend some time with Dr. Lewallen at Hartnell who had just had parliamentary training for their Board and he passed on a contact that does training around the Brown Act and parliamentary procedure and he would be happy to share that contact information. Chair Williams requested that contact information be passed to Ms. Goebel.
Commissioner Zenk stated she was so sorry that Commissioner Scott was leaving; she really has enjoyed working with her. Commissioner Scott has had such good input and she has learned so much from her; she will miss her. Commissioner Zenk further stated she hopes Commissioner Scott will consider MCHI as a potential board, but she would be happy to share some other potential boards that she might be interested in because of her great leadership skills and she would be a good asset to any organization. Commissioner Scott thanked Commissioner Zenk. Commissioner Zenk further commented that in the spirit of Thanksgiving she wanted to thank all the staff for all their hard work and especially in completing the negotiations and getting the contract signed. Thank you.

Commissioner Styles stated he was sorry that Commissioner Scott was leaving the Board; he has really enjoyed her being on the board. He stated she has brought a lot to it and basically it's the first time in many years that we've had a full board complement. And he is just sorry that Commissioner Scott can’t stay with us, but he understands it. Commissioner Styles wished Commissioner Scott the best and stated MCHI would be an excellent spot to keep track of what’s going on at both HACM and MCHI. So please take a look at that — Commissioner Scott would do very well there. Commissioner Scott thanked Commissioner Styles. Commissioner Styles further congratulated Staff on getting the contract done with the union; he knows it wasn’t easy. Again, thank you Staff for all the hard work and hopefully in the spirit of Thanksgiving, everyone can be with their families and have a wonderful time and a great dinner; enjoy it as much as you can.

Commissioner Espinoza stated he reiterates what everyone else said; he has enjoyed working with Commissioner Scott and is shocked at this development and will definitely miss her sense of humor, her smile, and her presence on the Board. He stated what Commissioner Styles said is right; it has been a long time since we’ve had a full Board and to have a Commissioner like Commissioner Scott is really an asset so she definitely will be missed.

Commissioner Williams commented it has been a pleasure having Commissioner Scott on our Board and she appreciated the way she stepped up anytime she was asked to do something. Commissioner Williams further noted that she will miss her but since they have become friends, she knows she will continue to see her. Commissioner Williams further commented that she is sorry that we are going to lose Commissioner Scott and she wishes Commissioner Scott and her husband the very best. Commissioner Scott thanked Commissioner Williams. Commissioner Williams next wished everyone a wonderful Thanksgiving day with their family. She reminded that HACM will be closed on Thursday and Friday of next week.

Commissioner Williams further stated she attended the Portola Vista early Thanksgiving dinner on Sunday with her husband and it was very nice; the Voices By the Sea singing group also performed several songs which were very enjoyable. Commissioner Williams commented it was also nice meeting some of the Portola Vista folks and it was nice of them to extend an invitation to us. She requested the Board Clerk prepare a letter of thanks for her signature. Commissioner Williams next addressed the negotiating team and noted it was tough and hard and for some your first time but she is grateful for the leadership and the end results.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:59 p.m.

[Signature]  
Chairman

ATTEST:

[Signature]  
Secretary

12-17-13  
Date