



CIVICORPS
BOARD OF DIRECTORS MEETING
101 Myrtle Street, Oakland, CA
94607
Wednesday; November 18, 2020
6:00 pm

Due to COVID-19 shelter-in-place and Governor's Executive Order N-25-20 Members of the Board will be calling in from various locations. Public are also able to join the meeting via:

Join Zoom Meeting
<https://us02web.zoom.us/j/87839858819?pwd=NXdScEZ2RTRMVfVfZHpzUVNcMU1hUT09>

Meeting ID: 878 3985 8819
Passcode: mF61VR

Dial by your location
1 669 900 9128 US (San Jose)

Meeting ID: 878 3985 8819
Passcode: 716837

The meeting of the Civicorps Board of Directors was called to order at 6:02 pm by Tessa Nicholas

AGENDA

1. **Roll Call & Approval of Agenda**

- There were sufficient members for a quorum.
- *Agenda unanimously approved.*

Board Members Present:

Aja Cooper (zoom)
Nita Kirby (zoom)
Gary Lyla (zoom)
Eduardo Chaidez (zoom)
Steven Hanson (zoom)
Eric Premack (zoom)
Joel Rogers (zoom)
Robbie Yohai (zoom)
Amy Slater (zoom)

Board Members Absent:

Staff Present

Tessa Nicholas
Brian Hickey
Rachel Eisner (zoom)
Audrey Blanson (zoom)

2. Executive Director Update

- Tessa gives a shout out to all the staff on the ground maintaining protocols and safety
- 129 participants enrolled across all programs
- 68 enrolled in Academy, 46 in the JTC, 16 in Recycling, and 10 in various outside internships
- Attendance rates in JTC 85%-100%
- 2 CMs joined the EBRPD trail working group as youth reps
- New partnership with West Valley College, leading to 5 Corpsmembers enrolling in Intro to Parks Management course
- Recognition to JAB, who facilitated California Conservation Corps certification virtual visit a week ago. Alongside the JTC, JAB facilitated virtual crew site visits.
- Prop 68 and ATP projects going on, we're working on Prop 68 project next week tree planting, another great opportunity for CMs

3. Board Chair Remarks

- Nita offers a hearty thank you to all persevering during these times, appreciate updates that's coming out of the Corps, loves hearing the info on social media, shout out to annual report, as we continue to do work during times so cheers to all team members

4. Public Comment on non-agenda items

Please limit comments to a maximum of two minutes per speaker. Ordinarily, Board members will not respond to presentations and no action can be taken. However, the Board may give direction to staff following a presentation.

- There were nine public comments.

5. Report Back on Closed Session Actions

- There were no actions taken during closed session of September 17, 2020 Special Board Meeting. This was reported out during ED Remarks at the beginning of public session.
- Closed Session at end of agenda in September 17, 2020 Board Meeting was canceled during public session and prior to adjourning.

6. Approval of Consent Agenda

- Minutes for meeting of September 17, 2020
- Minutes for Special Meeting of September 17, 2020
- Minutes for Special Meeting of September 23, 2020
- Minutes approved unanimously.

7. COVID-19 Update

Report from Human Resources Manager, Audrey Blanson, regarding status of COVID-19 within Civicorps over the course of the pandemic.

- Posted signs throughout JTC/Myrtle on protocols needed to maintain by everyone
- Use of building protocol established, all staff must enter office from Myrtle Street
- All staff and CMs must inform supervisor in advance before arriving in the building

- Safety measures such as wiping down copiers and fax machines
- Plan and respond to COVID disease, we established protocols for JTC, how to act in vehicles, onsite and in the building
- Held all staff meeting to clarify these new safety protocols
- Pleased to announce due to diligence of staff, not one case of virus that would have shut down operations
- There have been contact exposures that required the individual to quarantine

8. **Finance Committee Report**

Report back from Finance Committee Meeting held November 4, 2020

- Budget vs. Actuals
 - Passed budget with 400k deficit, we've been strictly adhering to principle that we're not going to fall below that. We are trending close to our projected budget.
- November 2020 Reforecast
 - Summary of JTC contracts and Charter School Revenue
 - After deliberating with the Board and the Executive Director and considering the different options, Civicorps made the difficult decision to raise Recycling rates, with a 15% price increase across the board
- PPP loan update:
 - Turn in app in Jan, then 5 months until we know if the loan has been forgiven
- Line of credit renewal
 - Approved for line of credit @\$750k

9. **Ad-Hoc Academy Exploration Advisory Committee**

Advisory Committee recommendation regarding next steps around Civicorps education programming.

- Provide some guidance for board members based on ad-hoc academy committee, next steps for educational services
- The objective of forming the Ad-Hoc Academy Exploration Advisory Committee was explained:
 - What's the best way in today's structure to afford Corpsmembers with quality education, in a meaningful way, that creates rigor structure and commitment
 - Wrap-around services remain intact so Corpsmembers can be their best selves
- Vote on Recommendation for next steps:
- Move forward to find an educational partner to work with. There are two organizations that we are considering. Civicorps asks that they do a full presentation to the Board on Dec 2 2020, a public meeting, understanding that it will give the Board time to ask questions about what that partnership will look like.
- Approving the recommendation of the committee:
 - Ayes: Nita, Steven, Eduardo, Aja, Eric, Joel, Robbie, Gary
 - Absent: Amy
- Put on the calendar: a special Board meeting on Dec 2 public meeting, invite potential educational partners to do a presentation.

10. **Closed Session** *(20 minutes)*

Conference with Legal Counsel – Anticipated Litigation (Gov. Code section 54956.9(d)(2).): (1).
Justin Otto Sceva, Senior Counsel, Sloan Sakai Yeung Wong

11. **Adjournment**

- Meeting adjourned at 7:32 pm

Next Scheduled Board Meeting:

Wednesday, January 20, 2021; 6:00pm

Civicorps, 101 Myrtle Street, Oakland, CA 94607