



Board Meeting Minutes - 11-20-2024

CIVICORPS
BOARD OF DIRECTORS' MEETING
101 Myrtle Street, Oakland, CA 94607
Wednesday; November 20, 2024
5:00pm

The Board of Directors met in person at Myrtle Street Conference Room. Out-of-Area Directors and the Public were able to attend the meeting in-person or via Zoom.

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

The meeting was called to order at 5:05 pm

Board Members Present:

Nita Kirby

Colette Lucas-Conwell

Amy Slater

Bob Huttar

Steve Hanson

Amy Slater

Robbie Yohai

Samantha Vitti

Board Members Absent:

Alli Chagi-Starr

Eric Premack

Aja Cooper

Gary Lyla

Presenting Staff:

Tessa Nicholas

Brian Hickey

2. **Public Comment**

No public comment

3. **Executive Director Update**

Tessa gives the following updates:

- We have 114 active Corpsmembers, 22 of whom are students
- In Q1 program outcomes have been met or exceeded all training and project goals
- Staff are working across departments to execute and report on invoices for complicated grants. Several grants are pending, including Coastal Conservancy grant for \$250K (for a chipper, chipper truck, and support vehicle), Walter S. Johnson grant for \$200K (for a second Pittsburg crew) and the Elevate Youth grant for over \$400K.
- Brian and Steven met with Chief Broschard and Assistant Chief Bachman at ConFire (Contra Costa Fire Protection District), and discussed a sole source agreement for a contract starting December 1st
- Assistant Chief Bachman is interested in proving the concept of the program in Contra Costa and potentially expanding it to a year-round crew.

- Tessa asks Colette to provide a brief Development Committee update; Colette announces a Holiday Appeal phone bank on December 4. All Board Members are invited to participate.

4. **Board Chair Remarks**

The Board Chair highlights Civicorps' social media and encourages other board members to get involved and stay abreast by following us on social media

5. **Approval of Minutes**

Review and approve minutes for meeting of September 18, 2024

The minutes are approved.

6. **Mission Moment**

Corpsmembers and Crew Leaders Amari Allen and Suledy Montes share their experience during their extensive 3-week Cal- Fire Watershed training, which involved 22 participants including staff, provided hands-on experience in fire line techniques, communication, and hand tools.

Suledy, who previously studied aviation, shared "the training really opened up my eyes to other career paths"

Amari shares that through this training he has learned that he wants to become a Smoke Jumper.

7. **Board Administration**

Approval of Resolution #2025-001; Appointing Malcolm Stanley to Board of Directors

Motion to approve by Robbie Yohai, seconded by Bob Huttar

Vote is held. RESOLUTION No. 2025-001 is approved unanimously.

Board Engagement

Tessa provided updates on upcoming events and project site visits for the Board to attend and thanks the Board members who have attended recent events.

8. **Finance Committee**

November Reforecast

- Brian presents the forecast, showing a projected year-end surplus of \$338,000, a decrease of \$85,000 from the original budget.

Brian also highlights the impact of the new E-waste truck purchase on the budget and a build out of the Wellness Team offices - dividing large office space at 5th Street

9. **Facilities Ad-hoc Committee**

The Committee discussed our current and future facilities needs given that our Pittsburg lease ends in October 2025 in addition to our existing parking constraints at the JTC.

We don't plan to extend our lease in Pittsburg. The Committee discussed the potential purchase of a new facility in East County (which could provide extra parking) Tessa and Brian are talking with a realtor to explore available properties.

The Committee discussed the option of using the neighboring space for parking at 5th Street. Tessa shares updates on communication with the owner of the vacant warehouse next door to the JTC; Robbie will follow-up with the owner as a next step.

10. **Adjournment**

The meeting adjourned at 6:24 pm

Next Scheduled Board Meeting – In Person:

February 12, 2025, in lieu of January meeting