

EXECUTIVE COMMITTEE

May 13, 2020

MINUTES

PRESENT

Dina Richman, Chair
Elizabeth Beltran
Mark Higgins
Gloria Leiva

STAFF

Melinda Sullivan

CALL TO ORDER

Ms. Richman called the meeting to order at 12:04 p.m. The meeting was held via Zoom.

APPROVAL OF MINUTES

The minutes of April 8, 2020 were approved by consensus.

UPDATE ON COVID-19

Surge Housing

Ms. Sullivan advised the Committee that the Center will use the Summit Property for surge housing after it closes escrow. In addition, HOPE has leased the Fair Oaks Apartments for the next 5 years for surge housing. In the event it is no longer needed for surge housing, the units will be rented to Lanterman adult clients as affordable housing.

Health and Safety

Ms. Sullivan advised the Committee that one Lanterman client has passed due to COVID-19.

Staff

Ms. Sullivan advised the Committee that the Leadership Staff have begun introducing the concept of what it might look like for retuning employees during and after the COVID-19 pandemic and how it won't be as simple as announcing a "reopening" or "carrying on business as usual". Managers will be discussing social distancing, cubicle placement, and altered work in the office days. Ms. Sullivan reminded the Committee that there is no return date at this point, but that this is just dialogue.

BUDGET CASH FLOW UPDATE

Ms. Sullivan reported that the Governor's May Revision will be out soon.

Ms. Sullivan advised the Committee that the Center's cash flow has been impacted by the current state of emergency. The upcoming advances will carry the Center through June 2020. The Center has worked with City National Bank to increase its line of credit from \$25 million to \$35 million should it need to borrow in July. A recommendation is coming to the Board from the Administrative Affairs Committee this month for approval of the increase.

ADJOURNMENT FOR EXECUTIVE SESSION

Ms. Beltran moved to suspend the General Session meeting at 12:16 p.m. for Executive Session to conduct business on Approval of Minutes and Real Estate Negotiations. Mr. Higgins seconded the motion and it passed unanimously.

RECONVENE FOR GENERAL SESSION

Ms. Beltran moved to reconvene the meeting at 12:18 p.m. for General Session. Ms. Leiva seconded the motion, and it passed unanimously. The Committee conducted business on Approval of Minutes and Real Estate Negotiations.

ADJOURNMENT

The meeting was adjourned at 12:18 p.m.

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