

**BAKERSFIELD-KERN REGIONAL HOMELESS COLLABORATIVE  
MINUTES OF THE SPECIAL MEETING OF THE EXECUTIVE BOARD  
LOCATED AT: 601 24<sup>TH</sup> STREET, BAKERSFIELD, CALIFORNIA  
HELD ON MONDAY, OCTOBER 7, 2019, AT: 1:00 P.M.**

**Present:** Ryan Alsop, Carlos Baldovinos, Louis Gill, Jacqui Kitchen, Stephen Pelz,  
Alan Tandy, Jim Wheeler

**Absent:** None

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**1. Adoption of Agenda**

*A motion was made to Approve the Agenda by J. Wheeler and seconded by L. Gill. It was carried by R. Alsop, C. Baldovinos, J. Kitchen, and S. Pelz. Absent: A. Tandy. Abstentions: none.*

**2. Public Comments**

Amanda Ruiz commented the State approved the articles of incorporation for Bakersfield-Kern Regional Homeless Collaborative. Obtaining non-profit 501c3 is pending.

**3. Approval of the Bylaws of the Bakersfield-Kern Regional Homeless Collaborative**

S. Pelz noted Section 7.02 of the Bylaws was revised per the City's request at the Governing Board meeting.

R. Alsop noted the original appointment was an at large person from the County and City: City Manager and CAO, and then a selected person from each organization. He is okay with the changes.

*A motion was made to Approve the Bylaws of the Bakersfield-Kern Regional Homeless Collaborative by J. Wheeler and seconded by L. Gill. It was carried by R. Alsop, J. Kitchen, C. Baldovinos, and S. Pelz. Tandy. Absent: A. Tandy. Abstentions: none.*

**4. Election of Officers: Chairman, Vice- Chairman, Secretary, and Treasure/Chief Financial Officer**

Officer nominations were taken individually:

J. Wheeler nominated Stephen Pelz for Chairman; no other nominations were made.

*A motion was made Appoint Stephen Pelz as Chairman by J. Wheeler and seconded by J. Kitchen. It was carried by R. Alsop, C. Baldovinos, and L. Gill. Tandy. Absent: A. Tandy. Abstentions: S. Pelz.*

R. Alsop nominated Carlos Baldovinos for Vice-Chairman; no other nominations were made.

*A motion was made to appoint Carlos Baldovinos as Vice-Chairman by R. Alsop and seconded by J. Wheeler. It was carried by L. Gill, J. Kitchen, S. Pelz, and. Absent: A. Tandy. Abstentions: C. Baldovinos.*

L. Gill nominated Jacqui Kitchen for Secretary; no other nominations were made.

*A motion was made to appoint Jacqui Kitchen as Secretary by L. Gill and seconded by J. Wheeler. It was carried by R. Alsop, C. Baldovinos, and S. Pelz, and. Absent: A. Tandy. Abstentions: J. Kitchen.*

J. Kitchen nominated Ryan Alsop for Treasurer/Chief Financial Officer; no other nominations were made.

*A motion was made to appoint R. Alsop as Treasurer/Chief Financial Officer by J. Kitchen and seconded by C. Baldovinos. It was carried by J. Wheeler, L. Gill, and S. Pelz. Absent: A. Tandy. Abstentions: R. Alsop.*

## **5. Appointment of At-Large Executive Board Director**

S. Pelz noted per the Bylaws, the initial appointment for an At-Large Executive Board Director should be an individual representing a healthcare provider. Russell Judd, CEO for Kern Medical, is interested in serving as an At-Large Executive Board member.

R. Alsop nominated Russell Judd for At-Large Executive Board Director; no other nominations were made.

*A motion was made to appoint Russell Judd as At-Large Executive Board Director by R. Alsop and seconded by L. Gill. It was carried by C. Baldovinos, J. Wheeler, J. Kitchen, and S. Pelz. Absent: A. Tandy. Abstentions: none.*

## **6. Resolution No. 1 Authorizing the Establishment of a Bank Account and Authorizing the Chairman, Vice Chairman, and Treasurer/Chief Financial Officer as Signers on Bakersfield-Kern Regional Homeless Collaborative Bank Account**

S. Pelz explained the proposed resolution authorizes creation of a bank account and based on the previous nominations it authorizes Stephen Pelz - Chairman, Carlos Baldovinos- Vice-Chairman, and Ryan Alsop- Treasurer/Chief Financial Officer as signers on the Bakersfield-Kern Regional Homeless Collaborative Bank Account. S. Pelz will reach out to a bank to set-up bank account and United Way of Kern County could issue a check to open account. All dues will go to this account moving forward and the Executive Board will oversee the bank account.

*A motion was made to Approve Resolution No. 1 authorizing the creation of a bank account and Authorizing Stephen Pelz - Chairman, Carlos Baldovinos- Vice-Chairman, and Ryan Alsop- Treasurer/Chief Financial Officer as signers on the Bakersfield-Kern Regional Homeless Collaborative Bank Account by J. Wheeler and seconded by C. Baldovinos. It was carried by J. Kitchen, L. Gill, R. Alsop, and S. Pelz. Absent: A. Tandy. Abstentions: none.*

*A. Tandy joined the meeting.*

**7. Discussion Regarding Potential Healthcare Contribution to the Bakersfield-Kern Regional Homeless Collaborative**

S. Pelz reported the Bakersfield-Kern Regional Homeless Collaborative Kern received an informal commitment to receive \$30K (combined) from Kern Medical, Dignity Health, and Adventist Health. The contribution will help fund the proposed performance-based incentive for the Executive Director position. The Executive Director recruitment can move forward.

It was suggested to schedule the approval of a memorandum of understanding between the Collaborative and the 3 entities for the contribution of the funds at a future meeting.

No action was taken on this item.

**8. Scheduling of Regular Executive Board Meetings**

It was discussed and agreed to schedule monthly Regular Executive Board meetings the first Monday of each month at 3 p.m. beginning in January 2020. The meetings will take place at the Housing Authority's Central Office until a new location is identified.

Until January, meetings will be scheduled on an as-needed basis.

*A motion was made to Approve the schedule of the Board meetings as noted by A. Tandy and seconded by J. Wheeler. It was carried by R. Alsop, L. Gill, J. Kitchen, C. Baldovinos, and S. Pelz. Absent: none. Abstentions: none.*

*A motion was made to Convene into Closed Session by L. Gill and seconded by J. Wheeler. It was carried by C. Baldovinos, J. Kitchen, R. Alsop, A Tandy, and S. Pelz. Absent: none. Abstentions: none.*

**9. Closed Session: Conference Regarding Potential Purchase of Real Property for a Low Barrier Shelter in Bakersfield, CA Relative to Price, Terms & Other Conditions of Sale, Pursuant to Government Code Section 54956.8**

No reportable Action.

**10. Adjournment**

*The meeting adjourned.*

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