



Board of Directors Meeting Minutes
January 28th, 2026, at 5:30 p.m.
Held at HCAR Administration Building
1707 E. Street, Suite 2, Eureka, CA 95501

Present and Voting: Daniel Kain, Board President; Allen Cassidy, Vice President; Jeannie Smalley, Secretary; Tess Ives, Board Member; Vivian Deniston, Board Member; Allen “Birdman” Martin, Board Member

Zoom Attendance: Marilyn Cottrell, Board Member

Not in Attendance: N/A

Community Members: Nathan Hemken, Director of Operations; Chris Miller, Director of Respite & CCS; Pennie Lee, Clinical Services Director; Sophie Stanfield, Executive Assistant

Zoom Community Members: N/A

Meeting was called to order at 5:37 p.m.

- **Call to Order**

- a. *The meeting of the Humboldt Community Access and Resource Center Board of Directors was called to order on January 28th, 2026, at 5:37 p.m.*

- **Approval/Change of Agenda**

- a. The agenda was approved as presented.

- i. Allen Martin motions to approve minutes as presented, Jeannie Smalley seconds.

- **Approval of Minutes from last meeting**

- a. The minutes were approved as submitted.

- i. Allen Martin motions to approve minutes as presented, Tess Ives seconds.

- **Community Input (3-minute limit)**

- **Fiscal Report**

- a. **BEGAN WRITTING MINUTES AT 5:50PM**

- b. Nate Hemken will be joining CFO and auditor meetings to get up to speed on things.

- c. Auditors are hoping to finish by the end of March, the audit is taking much longer than expected due to having to go back and reconcile previous audits.



- d. Canvas & Clay Studio is working on a service design to hopefully help with reimbursement rates.
- e. The Cal-trans contract is up this year so Ms. Nash will meet with Chris Miller and the Cal-trans supervisor to discuss contract renewal.
- f. The Regional Center is having troubles in their fiscal department, and they have been submitting payment less timely than usual.
- g. Support Living Services now pays roughly \$5,900.00 per month for overtime. This is a massive reduction from the \$80,000.00 it was just over a year ago.

- **Director Reports**

- a. Comprehensive Career Services
 - i. PIP's are going well, a couple of those being; building a library at a school and working in a realty office.
 - ii. Coordinated Career Pathways service design will support younger folks just coming out of school with no cap on service hours. However, the clients have two years to use up their service. Two positions will be added for Coordinated Career Pathways.
 - iii. Marilyn Cottrell is wondering if there is someone on staff who will be able to calculate how much clients will have their social security adjusted per hour when they move into a career.
 - 1. CCS currently does not have a staff member that assists with that.
- b. Bay Center
 - i. Bay Center has gotten a new HVAC system installed.
 - ii. Nate Hemken explains that Director, Wes Patterson, feels that Bay Center has evened out from Covid struggles and is now able to keep staff longer.
- c. The Canvas & Clay Studio
 - i. The Studio has been hosting workshops and doing well.

- **Executive Director's Report**

- a. Consulting CFO – Heather from Rock Rise, has come on board and is getting set up to assist HCAR's Fiscal department.
- b. Nicole Brown is back at The Studio. Welcome back, Nicole!
- c. Facility repairs:
 - i. Bay Center had a new HVAC system installed
 - ii. Cherry Tree was removed from the front of the Admin building. The root system was causing the ramp and parking lot to crack and become uneven.
- d. College of Direct support membership was not renewed. We have a team working to replace these trainings.
- e. Twelve additional staff signed up for health insurance this year.
- f. HCBS came through HCAR and we passed the inspections.



- g. Allen Cassidy motions to have Daniel Kain and Nathan Hemken be added to the HCAR bank account for check signing. Allen Martin seconds, motion moves.
- h. Bay Center HVAC systems approval unanimously approved.
- i. Board recruitment is an important aspect to focus on. Kim Nash hopes to focus on finding community members that are in business, finance, and clinical experience.
 - i. The board should aim to have 7-9 board members.

- **Committee Reports**

- a. Audit
 - i. Audit continues.
- b. Personnel
 - i. No new information.
- c. Governance
 - i. No new information.
 - ii. No members are in governance.
- d. Membership
 - i. The Board will try to recruit additional members.

- **Other/Old/New Business**

- a. New Business
 - i. Daniel Kain has a contact at North Coast Tile that is willing to help with tile replacement at The Studio. Daniel Kain and Nate Hemken will work together on this.
- b. Old Business
 - i. No new information

- **Adjournment**

- a. *The meeting was adjourned at 6:52p.m.*