



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

1161 San Felipe Road, Building B, Hollister, CA 95023

MINUTES

Thursday, November 10, at 5:30 P.M.

Mission: The Community Action Board is committed to advocate for the vulnerable population in our community with resources, knowledge, and opportunities for advancement and independence.

Vision: Ending Poverty by Empowering People

Table with 4 columns: District, Representing the Low-Income (L), Representing the Board of Supervisors (P), and Representing the Private Sector (PR). Rows include 1-Dirks, 2-Kosmicki, 3-Hernandez, 4-Tiffany, 5-Gonzales, and Staff.

I. General:

- A. Roll Call: Roll was taken to determine excused absences for attendance requirements.
B. Public Comment Period: None received.
C. Amendments to the Agenda: Amend Date of November 9, 2022 to November 10, 2022.

II. Consent Items: All items will be voted as a whole without discussion and approved unless the board wishes to discuss further.

- A. Approval of Minutes: The September 8, 2022, CAB meeting minutes were approved with changes.
B. Minutes for the Strategic Planning Committee meeting: The minutes for the October 5 meeting are enclosed.
C. Resolution for Remote Meetings: Adopt AB361 Resolution to continue teleconferenced meetings.

III. Regular Agenda:

- A. Grant and Program Updates: Standard 5.9 The department's tripartite board/advisory body receives programmatic reports at each regular board/advisory meeting.



1. **Programs Report:** Staff provided a presentation on Grant updates
 - a. **Homekey 2.0:** Awarded \$2.43 mil for Interim Housing. This is for interim housing at the Migrant Center to include 11 housing units, 2,3 & 4 bedroom. Grant includes 2 years operations.
 - b. **Community Development Block Grant (CDBG)-CV2:** Awarded \$1.15 mil for Public Facilities, location is the HOME Resource Center, 1161 San Felipe Road, Building A to rehab the rood, front parking, interior paint & interior floors. Clients at the shelter will temporarily housed in hotels while work is completed.
 - c. **Office of Migrant Services (OMS) Rehabilitation:** Received 2.45 Mil for rehabilitation of 67 units to include interior floors, painting, windows, laundry room, roofs, etc at the Migrant Center. Expected completion date is April 2023.
 - d. **Permanent Local Housing Program (PLHA) Grant Application:** The BOS approved the submission of the PLHA for 5-year allocation of \$727,093 to assist homeless persons and persons at risk of becoming homeless, including street outreach, rapid rehousing, rental assistance and emergency shelter. More to come.
 - e. **Housing and Homelessness Incentive Program (HHIP):** Partnership with Anthem for 2-years to assist homeless persons with Safe Parking Program, Case Management, Outreach, rapid rehousing, supportive services, also in discussion is street medicine. The total allocation for San Benito County is \$960k.
 - f. **Current & Future Projects:** Chappell Property currently has 2 homes and acreage for low-income housing. One home is being rehabbed and should be completed by June 2023. Also working on purchasing 2 local hotels to covert to permanent housing. Next step is BOS to approve purchase. HomeKey, goal to rehabilitate 66 studio units as permanent housing & Safe Parking Program Overnight 24/7.
 - g. **Other Grants:**

▶ Helping Hands Permanent Supportive Housing Program–	\$308K
▶ Homeless Housing Assistance Program (State & CoC)	\$700K
▶ 2022 CSBG & Discretionary	\$312K
▶ Tenant Based Rental Assistance	\$500K
▶ 2020 CDBG Grant–Homeless Services–shelter operations	\$500K
▶ 2020 CDBG Grant–Sun Street Center	\$201K
▶ CDBG CV 1–Utility Assistance Program	\$316K
▶ Low–Income Home Energy Asst. Program/ARPA (2021–22)	\$1.2 M

A. **Committee Updates:**

1. **Programs & Planning Committee:** There is a need to hold a meeting to discuss the planning process for the 2023 CDBG Notice of Funding Availability (NOFA). The State is planning on releasing the NOFA in March. The committee will need to come up with a timeline to allow for local programs/non-profits to apply. Discuss, identify timeline, etc. Staff will send out a notice to the committee members. As vice chair, Christy Eggers will chair these meetings.
2. **Membership Committee:** Receive a report from staff and committee members to discuss recruitment efforts. Staff reported that Supervisor Kosmiki has identified someone for his district for the Representative of the Low-Income. There are several vacancies on the board that need to be filled. Need to reach out to Supervisor Gonzales to see about filling the positions in her district.
3. **Racial Equity Ad Hoc Committee:** Committee met and discussed hiring a consultant to do some racial equity training and possibility of partnering with other county agencies to off-set the cost. Also discussed was the need to meet to discuss next steps.
4. **Strategic Planning Committee (SPC):** *Standard 6.1 The department has a strategic plan, or comparable planning document, in place that has been reviewed and accepted by the tripartite board/advisory body within the past 5 years. If the department*

does not have a plan, the tripartite board/advisory body will develop the plan. Staff reported that the Workforce Development Board (WDB) also has a Youth Committee. At the last WDB meeting a funding source of was shared that indicates approximately \$8mil is available at the State level. This would make funding available for a possible Summer Youth Program. This board has provided CSBG funding and it is possible to leverage funding to provide a youth employment. Suggested applying for these funds and having the SPC discuss possible options and plan for a summer youth program.

5. **Ad Hoc Committee for Youth (YC):** Receive a report from staff and Committee members to provide an update on the Youth in Action event rescheduling. There was no discussion.

II. **Additional Informational and/or Announcements:**

A. **Board Membership:** Currently there are four (4) vacancies: District #1-Representative of the Private Sector; District #2-Representative of the Low-Income, District #5-Representative of the Low-Income and District #5 Representative of the Private Sector. The following applications were received.

1. **District #2 - Representative of the Poor:** No application was received for the election for the **enclosed** applications received from Victoria Montoya will be announced for board review and approval. *Action Required*
2. **District #1 - Representatives of the Private Sector:** An application was received from Ellen Laitinen and is enclosed for board review and re-appointment to the board. *M/S/C Mel Tungate/Dennis Whitman.* Motion to nominate Ellen Laitinen to resume as Chair of the CAB based on the approval of her re-appointment by the BOS. *M/S/C Mel Tungate/Tonia Susneri.*

B. **CAB Retreat:** Reminder, the CAB retreat was rescheduled for December 3, 2022, from 9am-3pm at CSWD at 1161 San Felipe Road, Building B, Hollister, CA 95023.

C. **Board of Supervisor's (BOS) Employee Appreciation Lunch:** Info Only - There will be an employee appreciation lunch held on December 5, 2022, at the Veteran's Memorial Hall and CAB members are invited to attend.

D. **CAB Training & Volunteer Hours:** *Standard 5.8: The governing board members have been provided training on their duties and responsibilities within the past 2 years.*

1. Reminder to the Board members, please submit any volunteer hours for activities where CAB was promoted/represented. CalCAPA training videos that are available for CAB viewing on the website at: <https://www.sbccab.com/about>.

E. **Outreach/Volunteer Opportunities:** Staff and Board members will provide an update on upcoming outreach/volunteer opportunities to promote the CAB and attending the Board of Supervisors (BOS) meeting to share on CAB programs/services. No Holiday party due to no Winter Shelter this year. Tonia Sunseri will attend the BOS meeting on November 22, 2022 and will provide a presentation at that meeting.

III. **Adjourn** to next meeting on January 12, 2023 at 5:30 P.M. *M/S/C at 7 P.M. Mel Tungate/Dennis Wightman*