



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

ELECTION for REPRESENTATIVES OF THE LOW-INCOME

5:15 P.M. – 5:30 P.M. An election was held to vote on the applications received for the Representative of the Low-Income. Results will be announced during the regular CAB meeting.

Representatives of low-income persons from each supervisorial district shall be democratically selected by members of the public, age 18 and over, attending public meetings of the CAB, who live within the supervisorial district to be represented.

- District #2 Representative of the Low-Income – Victoria Montoya

MINUTES

Thursday, January 12, 2023 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 District 1-Zanger, 2-Kosmicki, 3-Sotelo, 4-Curro, and 5-Gonzales.

Co-Chair Christy Eggers called to order at 5:30 P.M.

I. General:

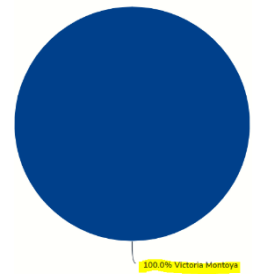
- A. Roll Call: Roll was taken to determine excused absences for attendance requirements.
B. Public Comment Period: Nadine DeRosa and Joseph Para, CSWD Fiscal staff introduced themselves and stated they were present in the event there were any questions on the Expenditure Reports.
C. Amendments to the Agenda: Amend the agenda to remove approving the September 8, 2022 and October 13, 2022 as they were previously approved.



- II. **Consent Items:** All items will be voted as a whole without discussion and approved unless the board wishes to discuss further. The board may request to pull the item for discussion and place the item on the Regular Agenda. The CAB approved the consent agenda with the removal of approving the September 8, 2022, October 13, 2022 minutes which were previously approved. *M/S/C Christy Eggers/Yolanda Delgado*
- A. **Resolution for Remote Meetings:** Adopt AB361 Resolution to continue hybrid meetings. Attached was the resolution for review and approval.
 - B. **Approval of Minutes:** The September 8, 2022, October 13, 2022 and the November 10, 2022 CAB meeting minutes were enclosed for review and approval.
 - C. **HOME Resource Center Report:** Enclosed was the HOME Resource Center and Transitional Housing reports through November 2022.
 - D. **Program Expenditure Reports:** Enclosed was the CSWD Expenditure reports through November 2022.

III. **Regular Agenda:**

- A. **Board Membership:** Currently there are seven (7) vacancies: District #2-Representative of the Low-Income, District #5-Representative of the Low-Income, District #1, District #3 and District #4 and District #5 Representative of the BOS, and District #5 Representative of the Private Sector. Discussed was the importance of making the BOS aware of the importance of having representation for their district because having vacancies for long periods deem San Benito County in jeopardy of their funding being withdrawn.
 - 1. **District #2 - Representative of the Low-Income:** The results of the election for the application received from Victoria Montoya was announced. There were 3 votes received for Victoria Montoya. The CAB Approved the application of Victoria Montoya and will submit her application to the BOS for final appointment to the board. *M/S/C Yolanda Delgado/Jessica Wohlander.*
 - 2. **District #5, Representative of the BOS Resignation:** A letter of Resignation from Thressa Walker-Shaw, District #5, Representative of the BOS in October and was enclosed for board information.
- B. **Community Action Plan (CAP) 2024-2025:** The CAP 2024-2025 Template has been released and is due to the State by June 30, 2023. The CAP 2024-25 Template and Timeline were provided for board information. The Timeline will need to be approved by the CAB Board. After discussion the timeline was approved with the edits to the due date in the description and in blue circle. *M/S/C Yolanda Delgado/Christy Eggers*
- C. **Grant and Program Updates:** *Standard 5.9 The department's tripartite board/advisory body receives programmatic reports at each regular board/advisory meeting. Standard 8.7 The tripartite board/advisory body receives financial reports at each regular meeting, for those program(s) the body advises, as allowed by local government procedure.*
 - a. **Homekey Round-2 22-HK-17531:** San Benito County was awarded the HomeKey 22-HK-17531 Contract in the amount of \$2,431,000 to provide Interim or Transitional Housing. Staff received the contract today. Discussion ensued as to how to support the community due to flooding and how county staff are Emergency Preparedness workers and what services have been provided because of all of the flooding. CSWD has found housed 2 families seeking assistance at the Evacuation Center. CAB members stated that the Red Cross is in need of volunteers and if CAB members are interested Tonia Susneri has information. Staff indicated that moving forward they can contact the Health & Human Services Agency Director, Tracey Belton for any updates or volunteer opportunities as she is the Point of Contact.



2. **Permanent Local Housing Allocation (PLHA)**: CSWD submitted a grant in November and is expecting to hear back this month on being awarded approximately \$750,000. Info only
3. **2023 Community Services Block Grant (CSBG)**: The 2023 CSBG grant is scheduled to be approved at the January 23, 2023 BOS meeting. Request recommendations from the CAB on dedication of funds (ex: Leadership Luncheon, Family Winter Shelter, Youth Activities, etc.) Discussed was reaching out to LGBT Community for a safe refuge, Meals on Wheels, moving forward with incentive pay for youth on the ad hoc committee to attend meetings. One board member mentioned she assists clients who are homeless and feels there is a need for Case worker for homeless to help with housing navigation. CSWD does have 2 vacancies for social workers for just this item. Leadership Luncheon was previously approved, and we would need to follow-up with staff on funding availability. Also discussed was the need for younger foster youth who do not want reunification but need help being housed. Foster Youth (18-24) may not be wanting reunification can be referred to CSWD for HHAP. There is no housing locally, especially for offenders returning to the community – add discussion on youth offender housing to the next agenda for continued discussion.

D. **Committee Updates**: Updated Roster and Committees are enclosed.

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). CSWD received notice that the State may approve applications submitted in 2020 due to them being waitlisted by the State. Meeting Scheduled January 24, 2023 at 4pm
2. **Membership Committee**: Receive a report from staff and committee members to discuss recruitment efforts.
3. **Racial Equity Ad Hoc Committee**: There is a need to schedule a meeting to discuss next steps. Table until EA returns.
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.* Receive an update report from committee members. Scheduled for January 24, 2023 at 5pm.
5. **Ad Hoc Committee for Youth (YC)**:
 - a. **Meeting Updates**: Schedule meeting to discuss next steps. Need input from youth on the needs of the community even if that means that ad hoc committee members attend the various other youth committee meetings and share with the CAB what they are doing to serve the youth.
 - b. **Youth Expo 2023**: Discuss participation in the Hollister Downtown Association's Youth Expo scheduled for March 4, 2023. (831) 636-8406, info@downtownhollister.org Coordinate with staff and current youth programs to man the booth and get information out. Monica is interested in being on the Youth Committee.

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

- A. **CAB Meeting Calendar for 2023**: The CAB Meeting Calendar for 2023 is enclosed. Info Only.
- B. **CAB Member Orientation**: A CAB Member Orientation is scheduled for January 26, 2023, at 5pm. via Zoom.
- C. **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>.

- D. **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. Schedule board members to attend BOS meetings in the new year. Staff to send out a calendar to board members requesting them to attend meetings.
- E. **ServTraq**: Staff stated that an administration decision was made to secure a new vendor, ServTraq, to assist with LIHEAP applications as CAP60 wasn't conducive to our needs for utility assistance. They system was implemented and staff began using on December 12, 2022.

V. **ADJOURNMENT: M/S/C Yolanda Delgado/ Christy Eggers. 7:03 P.M.**

Next meeting is scheduled for on February 9, 2023, at 5:30 P.M.