



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

MINUTES

Thursday, February 9, 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 Districts 1-Zanger, 2-Kosmicki, 3-Sotelo, 4-Curro, and 5-Gonzales.

Chair Ellen Laitinen called to order at 5:30 P.M.

I. General:

A. Roll Call: Roll was taken to determine excused absences for attendance requirements. It was noted that the current Representative of the Board of Supervisors (BOS) for District #1-Amy Bravo, District #3-Tonia Sunseri and District #4-Mel Tungate, are vacant pending appointments by the new BOS, however, the individuals who held those seats were present.

B. Public Comment Period: Xavier Lewis, staff analyst with CSWD introduced himself and stated he would be talking about VITA.

C. Amendments to the Agenda: No Amendments the agenda.



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. *M/S/C Christy Eggers/Yolanda Delgado*

A. **Resolution for Remote Meetings:** Adopt AB361 Resolution to continue hybrid meetings. February is the last month for virtual meetings. Resolution attached. *M/S/C Christy Eggers/Yolanda Delgado*

B. **Approval of Minutes:** The January 12, 2023 CAB meeting minutes were enclosed.

III. Regular Agenda

A. **Remote Meetings:** Board members were able to appear remotely per AB361, however due to the expiration of AB361, which became effective at the end of February, remote meetings will not be allowed except to allow members of the public to appear by Zoom. Effective next meeting, all meetings will be in person. The location of meetings will be 1161 San Felipe Rd. Bldg. B.

B. **Volunteer Income Tax Assistance (VITA) Program:** Xavier Lewis provided a presentation on the VITA program.

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.*

1. **Grants Update Summary:** Board members received the grants update report including Homekey R-2, Permanent Local Housing Allocation (PHLA)...etc. – Enrique Arreola provided an update on grants received.

D. **2023 Community Services Block Grant (CSBG):** Discussed the approval of the recommended activities under the 2023 CSBG. Motion made to move forward with this action item. *M/S/C Yolanda delgado/Christy Eggers*

E. **Leadership Luncheon:** Continued discussion and solidify luncheon date. Board Members agreed to honor invitations made previously while continuing to find others to invite. Tonia Sunserie to provide a couple of possible dates for the luncheon. This item will be added to the next Agenda for a vote.

F. **Community Development Block Grant (CDBG):** Received an update from Enrique Arreola and direction from the board on the potential proposed activities under the 2023 CDBG. It was decided to keep the proposed activities in-house for homeless services and youth services. *M/S/C Christy Eggers/Yolanda Delgado*

G. **Committee Updates:** Updated Roster and Committees were enclosed.

1. **Programs & Planning Committee:** Christy Eggers provided an update.

2. **Membership Committee:** Tonia Sunseri reported that she did some recruiting and Carol Thomas is thinking of coming back.

3. **Racial Equity Ad Hoc Committee:** Recommendation was made by Enrique Arreola to pull the item and schedule a meeting before the next CAB meeting. Andi Anderson to schedule a meeting.

4. **Strategic Planning Committee (SPC):** Ellen Laitinen talked about outreach activities that have been done in the past such as National Night Out, Farmers Market, Homeless Dinner, etc. Suggested doing more outreach.

5. **Ad Hoc Committee for Youth (YC):** Christy Eggers provided an update on the meeting. Showed the board a copy of the flyer that will be taken to the Youth Expo. Next meeting is scheduled for March 12, 2023 at 2:00pm. Board voted to approve Flyer with minor changes.

M/S/C Yolanda Delgado/Monica Hernandez

A. **Youth Expo 2023:** Volunteer Opportunity to participate in the Youth Expo 2023, scheduled for March 4, 2023. (831) 636-8406, info@downtownhollister.org.

IV. Additional Information and /or Announcements:

- A. **Board Membership:** any applications received, maybe you reviewed for board approval. Currently there are (3) vacancies: District #5 Representative of the BOS, and District #5 Representative of the Private Sector, and District #5 Representative of the Low-Income. No updates/no action taken.
- B. **HOME Resource Center Report:** Enclosed for board information are the HOME Resource Center and Transitional Housing reports through January 2023. Informational, no action required.
- C. **Community Services Block Grant (CSBG) Monitoring:** The State has scheduled an on-site monitoring for some time in May 2023. Information only, no action required.
- 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. Ellen Laitinen recommended submitting hours each month before or right after CAB meetings.
- E. **Outreach/Volunteer Opportunities:** Staff and Board members will provide an update on upcoming outreach/volunteer opportunities to promote the CAB. CAB members will report on services at the Board of Supervisors (BOS) meetings per the enclosed schedule. This item tabled for next Agenda.

V. **ADJOURNMENT: To the next meeting on March 9, 2023.** Motion made to adjourn the meeting at 7:30pm. **M/S/C Christy Eggers/Yolanda Delgado**