



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

MINUTES

Thursday, November 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

For the health and safety of attendees all meetings are smoke & fragrance free.

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 Representatives of the Low-Income. Results were announced during the regular CAB meeting.

- District #2 Representative of the Low-Income – Timothy Heavin
District #2 Representative of the Low-Income – Darlene Boyd
District #5 Representative of the Low-Income – Siada Mendez

Voting Link (was only opened from 5:15 P.M. – 5:30 P.M.)

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.

REGULAR MEETING

I. Welcome, Introductions & Roll Call: Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

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 1-5 with names and attendance status.

II. General Information:

A. Public Comment Period: Tim Heavin introduced himself as the candidate for District #2, Representative of the Low-Income. Derek Hernandez introduced himself as residing in District #2, Ulises Garcia introduced himself and stated he resides in District #2, Siada Mendez



introduced herself and stated she is the candidate for District #5, Representative of the Low-Income.

B. Guests Youth Alliance AVENDIA: Jennifer Garcia and Sean Meeks introduced themselves. They presented on the AVENIDA program offered by Youth Alliance and funded by the Youth Homelessness Demonstration Program (YHDP). The Avenida program provides services to prevent and respond to unhoused youth and provide them with supportive services, case management and community resources. Our approach means we understand that youth need safe spaces to connect, heal, engage, and lead the activism that will make society equitable. Services Offered: Support Youth immediate needs (clothing, food, hygiene/personal care items, etc.) Case management, Drop-in Center, Educational guidance, employment assistance, support with Medi-Cal & CalFRESH application process, transportation vouchers, laundry support, YIC bi-weekly food pantry, clothing closet and connect to free government cell phones.

A. Amendments to the Agenda: None

II. Consent Items: All items will be voted on without discussion and approved unless the board wishes to discuss further, at which time, they may request to pull the item for discussion and place the item on the Regular Agenda. *Motion/Second/Concur (M/S/C) Mel Tungate/Christy Eggers*

A. Approval of Minutes:

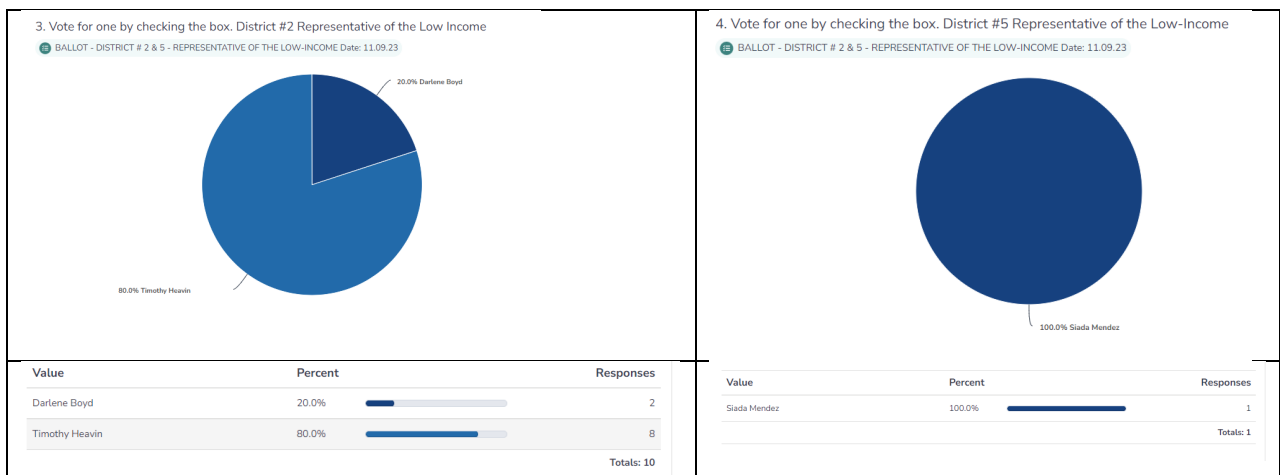
1. **Regular CAB Meeting Minutes:** Approved the October 12, 2023 CAB meeting minutes.

B. Year-to-Date Service Report: Received the overview of the Year-to-Date service report for all CAB Activities.

C. Homeless Reports: Received the Homeless Shelter and Sun Street Centers reports.

III. Regular Agenda:

A. Board Membership: Any applications received may be reviewed for board approval. Currently there are four (4) vacancies. Election Results



1. **District #2 Representative of the Low-Income:** An election was held for the applications received from Timothy Heavin and Darlene Boyd for the vacancy of District #2, Representative of the Low-Income. Results from the election were presented with Timothy Heavin receiving 8 votes and Darlene Boyd receiving 2 votes. After review, the CAB approved the application of Timothy Heavin and will forward his application to the Board of Supervisors for final appointment to the CAB. *M/S/C Jessica Wolander/Juan Cruz.*

2. **District #5 Representative of the Low-Income:** An election was held for the applications received from Siada Mendez for the vacancy of District #5, Representative of the Low-Income. Results from the election were presented with Siada Mendez receiving 1 votes. After review, the CAB approved the application of Siada Mendez and will forward her application to the Board of Supervisors for final appointment to the CAB. *M/S/C Shannan Matthews/Sandy Patterson.*
3. **Term Expiration:**
 - a. The term of Yolanda Delgado/District #2, Representative of the BOS is due to expire January 14, 2024, and she has agreed to serve for another three-year term. After discussion the motion was made to approve the Re-Appointment of Yolanda Delgado, District #2 Representative of the BOS upon receipt of her completed application. *M/S/C Christy Eggers/Shannan Matthews*
 - b. The term of Jessica Wohlander/District #2, Representative of the Private Sector is due to expire January 14, 2024, and she has agreed serve for to another three-year term. After discussion the motion was made to approve the Re-Appointment of Jessica Wolander, District #2 Representative of the Private Sector. *M/S.C Christy Eggers/ Sandy Patterson.*
- B. **CalCAPA Annual Conference 2023:** The CalCAPA Conference was held November 6-9, 2023 in San Francisco. Velma Biddlecome and Christy Eggers attended and Christy provided an update stating that it was an amazing and informative conference. She learned a lot about the Organizational Standards, Equity, CAVO Platform, How to Message Programs & Needs Assessment Training, and she would like to schedule a meeting with the committee officers to see how some of the items can be implemented. Next year is the 60th Anniversary of Community Action so they are planning for Community Action Month in May. Also, Christy won a free entry to the CalCAPA conference next year which will be held in Monterey, CA.
- 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. **Community Development Block Grant (CDBG) NOFA:** Received an update on
 - a. 2020 CDBG Wait List Project – Staff will be applying for 2023 CDBG. A public hearing was held prior to this meeting to receive community input. Staff can only apply for activities requested in the original application in 2020. The application is due to the State December 31, 2023.
 - b. CDBG CV1 Utility Assistance –\$84,272 received for services to unincorporated areas of San Benito County. So far \$61,256.92 have been expended, \$12380.35 obligated with a remaining balance of \$10,634.73. Funds are expected to be exhausted by the end of the contract Date of February 28, 2024.
 - c. CDBG CV2&3 - \$1.5 mil for the rehabilitation of the Shelter which has been completed. There are approximately \$200,000 remaining and staff has asked the stated how they may be able to uses the remaining funds which could possibly be used to upgrade the courtyard at 1161 San Felipe Road.
 2. **State Homeless Housing Assistance Program (HHAP) R5:** Received an update on the recent Notice of Funding Availability (NOFA) release and listening sessions scheduled for November 16, 2023 from 4-5:00 PM. These funds can be used for Rapid Rehousing, Outreach and Shelter Operations and will be distributed by the State and Continuum of Care.
- D. **Committee Updates:**
 1. **Youth Committee:** Received an update on the \$7,470 allocated for 2023 Dream Catcher Program. Staff should have the application ready by next week and will begin promoting the program. Since

the funds earmarked for the Leadership Luncheon were not completely spent, the remaining balance and be used for Dream Catcher. Staff will determine a final number.

2. **Membership Committee**: Recruitment flyer was provided.
3. **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.* The next meeting is scheduled for February 6, 2024, at 5:00 P.M.

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

- A. **National Philanthropy Day Annual Dinner**: Scheduled for November 16, 2023 at the Elks Lodge, from 5:30-8 P.M. Tonia Sunseri was nominated. Info Only.
- B. **Winter Shelter Update**: Received an update on the Winter Shelter. Staff has begun recruitment for the Winter Shelter and hopes to house 20 families. The move-in date will be December 23, 2023.
- C. **Emergency RV Shelter**: Received an update on the Emergency RV Shelter Program and CAB's request to the BOS recommending selling the RVs and using the proceeds to fund the Purchase of a Container home. Staff indicated that the ad hoc committee may wish to make a recommendation to the BOS. Discussed was possible us for portable showers/restrooms. Staff indicated there is funding for these through another source and staff are getting quotes.
- D. **CAB Retreat**: The CAB Retreat is scheduled for January 13, 2024, from 9am-3pm at the Community Foundation Epicenter.

- V. **ADJOURNMENT**: To next meeting is scheduled on January 11, 2024, at 6:45 P.M. *M/S/C Tonia Sunseri/Shannan Matthews.*

THERE IS NO MEETING IN DECEMBER - Happy New Year!