



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

MINUTES

Thursday, March 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

Standard 5.5 The departments tripartite board/advisory body meets in accordance with the frequency and quorum requirements and fills board vacancies as set out in its governing documents. Quorum Met: Yes [X] No [] ex=Excused Absence

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.

I. General:

- A. Roll Call: Roll was taken to determine excused absences for attendance requirements.
B. Public Comment Period: There were no comments received.
C. Amendments to the Agenda:

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: On a motion of the board, the February 9, 2023, CAB meeting minutes were approved as presented.

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. Expenditure Report: Staff provided an explanation of the expense report which was provided to the board on the 22/23 fiscal year expenditure report for Community Action programs.



- B. **Leadership Luncheon**: Tonia Sunseri provided an update and suggested two possible dates for the luncheon, 9/20/23 and 9/27/23. The topic was tabled for next meeting to continue discussion and solidify leadership luncheon date and next steps and to request approval of the formation of an ad-hoc committee.
- C. **Memorandum of Understanding (MOU) between First 5 of San Benito County and Community Center Collaboratory of San Benito County (CCCSBC)**: Christy Eggers provided an update to the Board and proposed signature of the MOU. Item tabled for April meeting.
- D. **Committee Updates**: Receive updated Roster and Committees is enclosed.
 - 1. **Programs & Planning Committee**: Receive an update from committee members. No updates to report.
 - 2. **Membership Committee**: Receive an update from committee members or staff. No updates to report.
 - 3. **Racial Equity Ad Hoc Committee**: There is a need to schedule a meeting to discuss next steps. No updates to report.
 - 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. No updates to report.
 - 5. **Ad Hoc Committee for Youth (YC)**: Committee members may provide an update.
 - a. **Youth Expo 2023**: Received an update on participation in the Youth Expo, on 3/4. Christy Eggers provided an update. 4 people signed up to be part of the committee, bringing the total to 5 members. They will schedule a meeting via Zoom.

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

- A. **Board Membership**: Any application received may be reviewed for board approval. Currently there are four (4) vacancies: District #1- Representative of the BOS, and District #5- Representative of the BOS, District #5 Representative of the Private Sector, and District #5- Representative of the Low-Income. An application was received for District 5. Members will need to vote on it at the next meeting. Tonia Sunseri provided blank applications to the members. District #4 Representative of the BOS is vacated until the new BOS Zanger appoints a replacement.
- B. **HOME Resource Center Report**: Sylvia Jacquez provided an overview of the reports which were enclosed for board information are the HOME Resource Center and Transitional Housing reports through February 2023.
- 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. Ellen Laitinen Reminded new members of the CAB Membership requirements. New Member orientation needs to be scheduled.
- D. **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. Outreach opportunities tabled to the next meeting.

- v. ADJOURNMENT: To next meeting on April 13, 2023, at 5:30 P.M. *M/S/C Mel Tungate/Juan Cruz*