



# SAN BENITO COUNTY

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Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

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## SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

Meeting held in Person and via ZOOM  
MINUTES

Tuesday April 19, 2022, 5:45 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*

**5:30 P.M. – 5:45 P.M. An election was held to vote on the applications received for the Representative of the Poor Vacancies. Results will be announced during the regular CAB meeting.**

Representatives of the poor from each supervisorial district shall be democratically *selected by members of the public attending public meetings of the CAB, who live within the supervisorial district to be represented.* Representatives elected to each supervisorial district must live in the district.

- **District #5 Representative of the Poor** - Thressa M. Walker-Shaw
- **District #5 Representative of the Poor** – Keri Battin

Link for District #5 <https://survey.alchemer.com/s3/6803907/BALLOT-ROP-DIST5-041422>

*Standard 5.5 The department's 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  No  ex=Excused Absence*

District	Representing the Low-Income (L)	Representing the Board of Supervisors (P)	Representing the Private Sector (PR)
1-Dirks	<input type="checkbox"/> VACANT	<input checked="" type="checkbox"/> Bravo, Amy	<input checked="" type="checkbox"/> Ellen Laitinen - <u>Chair</u>
2-Kosmicki	ex Nelda Escamilla - <u>v Chair</u>	ex Yolanda Delgado	<input checked="" type="checkbox"/> Jessica Wohlander
3-Hernandez	<input checked="" type="checkbox"/> Juan Cruz	<input checked="" type="checkbox"/> Tonia Sunseri	<input checked="" type="checkbox"/> Christy Eggers
4-Tiffany	<input checked="" type="checkbox"/> Daren Kortsen	<input checked="" type="checkbox"/> Mel Tungate	<input checked="" type="checkbox"/> Dennis Wightman
5-Gonzales	<input type="checkbox"/> VACANT -Pending	<input type="checkbox"/> VACANT-Pending	<input checked="" type="checkbox"/> Jim Whitehead-Secretary
Guests	Thressa M. Walker-Shaw, Bea Gonzales, Cintia Velasquez, Jose Martinez-Saldana, Alanah Martinez (they/she), Michael Salinas, Keri Battin		
Staff	Enrique Arreola, Ruby Soto,		

**Chair, Ellen Laitinen called the meeting to order at 5:45 P.M.**

I. **General:**

A. **Amendments to the Agenda:**

B. **Public Comment Period:** Thressa M. Walker-Shaw introduced herself and would like to be able to give back to the community and has submitted her application for consideration on the board. Keri Battin introduced herself and stated that she is also interested in serving the community and giving back.

C. **Guest Speaker:** None.



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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The County CSWD is an equal opportunity employer/program



The County of San Benito complies with the Americans with Disabilities Act (ADA) by assuring that auxiliary aids for services are available upon request to persons with disabilities. Persons with hearing disabilities can call the TDD/TTY phone (831) 637-3265. Persons requiring any special needs for access should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

II. **Regular Agenda:**

A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements. Individuals who called in were excused by the chair.

B. **Approval of Minutes:**

1. **CAB Meeting Minutes:** The March 10, 2022 meeting minutes were approved as presented. *Motion/Second/Concur (M/S/C) Jim Whitehead/Amy Bravo.*

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.* Reminder to board members to submit any volunteer hours for activities where CAB was promoted/represented. Training videos are available for CAB viewing on their website at: <https://www.sbccab.com/about>.

III. **Consent Items:** All items will be voted on and approved unless the board wishes to discuss further. In which case, the board may request it to be pulled and placed in the Action Items/Discussion Items Section: *M/S/C Jim Whitehead/Amy Bravo.*

A. **Homeless Shelter & Transitional Housing Report:** Enclosed were the monthly reports for March 2022.

B. **Community Services Development Updates:** Enclosed for your review were Dear Colleague Letters pertaining to the anniversary of the American Rescue Plan Act (ARP).

C. **Low-Income Household Water Assistance Program (LIHWAP):** LIHWAP is expected to launch in May 2022. San Benito County's allocation is \$175,496.

D. **Community Services Block Grant and other Grant updates, Additional Information and Discussion:** *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 Services Programs:** Enclosed was a report on services provided from January 1, 2022 – April 7, 2022 for CSWD programs to include winter, shelter program, emergency rental assistance, LIHEAP, etc.

E. **Community Development Block Grant (CDBG):** The release of the Notice of Funding Availability (NOFA) is expected to be released any day.

F. **Community Action Partnership Equity & Economic Mobility Commission (CAP EEMC)/Racial Equity:** Enclosed for board information was the CAP EEMC Charter on issues and action related to equity and advocacy in addressing racial equity/diversity. Additional information can be found at: <https://communityactionpartnership.com/racial-equity/>

IV. **Action Items/Discussion Items:**

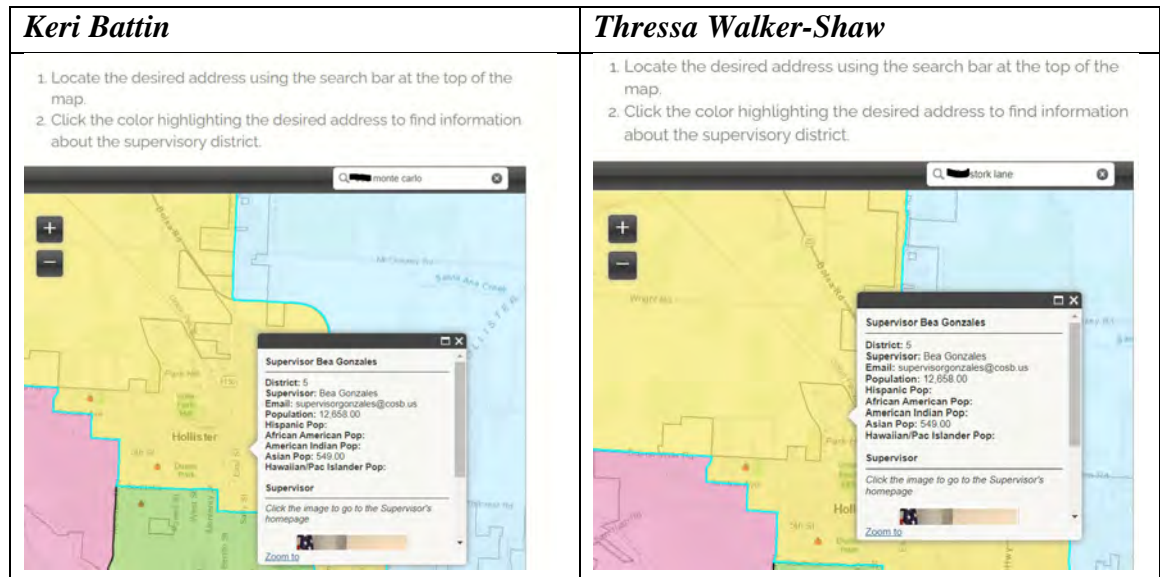
A. **Board Membership:** Any applications received for membership may be reviewed by the board for approval. Currently there are three (3) vacancies: Representative of the Poor, District #5, Representatives of the BOS and Representative of the Poor. The following were received

1. **District #5 - Representatives of the BOS:** An application was received from Michael Salinas and is enclosed for board review and approval. Michael Salinas gave a brief overview of his background and desire to serve on the board. After discussion the CAB approved the application of Michael Salinas to be forwarded the BOS for final appointment to the CAB. *M/S/C Amy Bravo/ Jim Whitehead.*

2. **District #5 - Representative of the Poor:** The results of the election for the two applications received, one from Thressa M. Walker-Shaw and one from Keri Battin were announced.

a. Three (3) votes were received for Thressa Walker-Shaw.

- b. Six (6) votes were received for Keri Battin. There were originally seven (7) votes however, it was determined that one individual didn't reside in District #5 and therefore, their vote didn't count.



After discussion and review of the votes, and, a motion was made to accept the application of Keri Battin, pending verification of voter's address, to be forwarded the BOS for final appointment to the CAB. *M/S/C Christy Eggers/Tonia Sunseri.*

- B. **Youth Alliance:** The Youth Alliance is planning on applying for funding for a Youth Impact Center (YIC) and is requesting a letter of support from the CAB. Jose Martinez-Saldana, Deputy Director of the Youth Alliance and Alanah Martinez, Youth Engagement Coordinator, gave a presentation on the YIC. A letter was enclosed showing the needs of the center and the Youth Alliance's desire for CAB support to complete their existing center. In the past 1½ years the Youth Alliance has made some significant changes in their center to make it more welcoming and also to provide internet services to youth. Both the YA and the CAB conducted a survey that align with what the CAB is doing. They have a generous landlord who has allowed additional space and there is a need for renovations. Both surveys show the need for mental health and a space for you to be able to interact and have support. The YA has been around for 25 years and has been advocating for a youth center for most of that time. There is a need for a space to provide immediate support to youth. Christy Eggers stated that she toured the facility last month and it is amazing. She was very impressed with the center as a whole and they are ready to do. She supports them whole heartily. Their survey aligns very well with the CAB survey. Amy Bravo also toured the center and was impressed and in support as well. After discussion the CAB agreed to provide a letter of support from the CAB to the Youth Alliance. *M/S/C Amy Bravo/Christy Eggers. The CAB chair also asked to have this added to the next meeting to discuss further if the CAB is going to support with a letter of support only or to also support the center financially.*
- C. **Summer Youth Program Proposal:** CAB members reviewed the staff recommendation requesting approval from the Community Action Board to designate up to \$30,000 in Community Services Block Grant (CSBG) CARES (Dream Catcher) funds to operate a Summer Youth Program. After discussion the CAB approved the staff recommendation to redesignate funding, in partnership with Workforce Innovation & Opportunity Act (WIOA), for a small Summer Youth Employment program pending State approval. *M/S/C Tonia Sunseri/Jim Whitehead.*
- D. **Homeless Services Provider Retreat:** Staff provided an update on the Homeless Services Provider Retreat held on April 8, 2022.

E. **Racial Equity**: Staff provided a brief overview on racial equity. The end result is to develop policy for addressing racial equity. Staff recommended that the CAB board create and appoint an ad hoc committee on racial equity per the **enclosed** memo. After discussion the CAB approved forming an ad hoc committee on racial equity and community engagement. *M/S/C Jessica Wohlander/Amy Bravo*. Discuss at the next meeting who would be on the ad hoc committee for Racial Equity and Community Engagement. Maybe 3-4 volunteers from the board. Determine how often they need to meet and when.

V. **Committee Updates:**

A. **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 SPC met prior to this meeting April 19, 2022 at 5:00 P.M. and will provide an update at the next meeting on their goals and accomplishments from the past year.

B. **Ad Hoc Committee for Youth (YC)**: Staff and Committee members provide an update on the youth survey stating they will close the survey on May 20, 2022. Staff will purchase the AirPods and ensure the purchase complies with county policies. These will be paid via CSBG general account. Staff has devised a way to randomly select a winner and will determine when and how to announce the winners. Need to determine next steps prior to meeting with partners to determine how to move forward with the results. Results of the survey can be viewed at: [https://reporting.alchemer.com/r/338945\\_620705e4ab7594.27009338](https://reporting.alchemer.com/r/338945_620705e4ab7594.27009338).

C. **Committees**: The updated CAB Roster and Committees appointments was enclosed.

1. **Bylaws**: Request CAB approval of the **enclosed** updated Bylaws. Once approved they will be forwarded to the BOS for ratification. *M/S/C Jim Whitehead/Mel Tungate*.

2. **Home Loan Committee**: Staff has requested further direction from admin on the appointment of the BOS representative on this committee and is awaiting their response.

3. **Membership Committee**: Staff and Committee members provided an update on recruitment efforts and possible new member leads. Amy Bravo will attempt to recruit.

D. **Outreach/Volunteer Opportunities**: Staff and board members will provide an update on upcoming outreach/volunteer opportunities to promote the CAB.

1. **Leadership Luncheon**: CAB member provided a tentative date for the leadership luncheon for Wednesday, September 20, 2022 from 12-1:30 P.M. *Add to next agenda to approve the date.* (The funding for this was already approved at a previous meeting)

VI. **Additional Information:**

VII. **Adjournment:** *M/S/C Amy Bravo/Christy Eggers 6:50 P.M.*

The next CAB meeting is scheduled for May 12, 2022 at 5:30 P.M.