



SAN BENITO COUNTY

TRACEY BELTON
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

1161 SAN FELIPE ROAD, BLDG. B • HOLLISTER, CA 95023

(831) 637-9293 • FAX (831) 637-0996

SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

Agenda

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

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 ☐ No ☐ ex=Excused Absence

District	Representing the Low-Income (L)	Representing the Board of Supervisors (P)	Representing the Private Sector (PR)
1-Zanger	<input type="checkbox"/> Monica Hernandez	<input type="checkbox"/> Amy Bravo	<input type="checkbox"/> Ellen Laitinen, <i>Chair</i>
2-Kosmicki	<input type="checkbox"/> Victoria Montoya	<input type="checkbox"/> Yolanda Delgado	<input type="checkbox"/> Jessica Wohlander, <i>Secretary</i>
3-Sotelo	<input type="checkbox"/> Juan Cruz	<input type="checkbox"/> Tonia Sunseri	<input type="checkbox"/> Christy Eggers, <i>V. Chair</i>
4-Curro	<input type="checkbox"/> Daren Kortsen	<input type="checkbox"/> Mel Tungate	<input type="checkbox"/> Dennis Wightman
5-Gonzales	<input type="checkbox"/> VACANT	<input type="checkbox"/> VACANT	<input type="checkbox"/> VACANT

NOTICE OF TEMPORARY PROCEDURES FOR THE COMMUNITY ACTION BOARD

Pursuant to California Governor Gavin Newsom's Executive Order N-29-20 issued on March 17, 2020, relating to the convening of public meetings in response to the COVID-19 pandemic. Additionally, members of the CAB Board are allowed to attend the meeting via teleconference and to participate in the meeting to the same extent as if they were present.

The meetings are open to the public, under the following conditions: All Attendees may attend the Board meeting in person and follow the State guidelines. If an attendee is not fully vaccinated it is highly recommended that an attendee wears a face covering or face shield. All attendees must comply with any other rules of procedures/instructions announced by the CAB Board and/or County Staff.

This meeting can be accessed at the following link:

Join Zoom Meeting

<https://us06web.zoom.us/j/86011638485?pwd=azNKYUNWNEJ4dEtVaGh6MDd5S3Mvdz09>

Meeting ID: 860 1163 8485 - Passcode: 190946

One tap mobile: +16694449171,,86011638485#,,, *190946# US

+16699006833,,86011638485#,,, *190946# US (San Jose)

I. **General:**

- Roll Call:** Roll will be taken to determine excused absences for attendance requirements.
- Public Comment Period:** Select the "Participants Tab" and click "Raise Hand" icon, the zoom facilitator will unmute you when your turn arrives. Guests may introduce



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

SERVING SAN BENITO COUNTY SINCE 1978

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.

themselves and request to comment on any non-agenda items. Time is limited to three (3) minutes per guest unless the board determines that more time is needed.

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. The board may request to pull the item for discussion and place the item on the Regular Agenda.

A. **Resolution for Remote Meetings:** Adopt AB361 Resolution to continue hybrid meetings. February is the last month for virtual meetings. **Attached** is the resolution for review and approval. **Action Required.**

B. **Approval of Minutes:** Approve the **enclosed** January 12, 2023 CAB meeting minutes. **Action Required.**

III. **Regular Agenda:**

A. **Remote Meetings:** Board members were able to appear remotely per AB361; however due to the expiration of AB361 which becomes effective at the end of February, remote meetings won't be allowed except to allow members of the public to appear by Zoom.

B. **Volunteer Income Tax Assistance (VITA) Program:** Receive a presentation from staff for the VITA free tax preparation for 2022.

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:** Receive the attached grants update report including Homekey R-2, Permanent Local Housing Allocation (PLHA)...etc. See **Enclosed.**

D. **2023 Community Services Block Grant (CSBG):** Discuss the approval of the recommended activities under the 2023 CSBG. See **enclosed** **Action is Required.**

E. **Leadership Luncheon:** Continue discussion and solidify luncheon date.

F. **Community Development Block Grant (CDBG):** Receive an update from staff and direction from the board on the potential proposed activities under the 2023 CDBG. **Action is Required.**

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

1. **Programs & Planning Committee:** Staff and committee members may provide an update on their meeting held January 24, 2023 at 4pm. Notes **enclosed.**

2. **Membership Committee:** Staff or committee members may report on recruitment efforts.

3. **Racial Equity Ad Hoc Committee:** There is a need to schedule a meeting to discuss next steps.

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 on their meeting held for January 24, 2023 at 5pm. Notes **enclosed**

5. **Ad Hoc Committee for Youth (YC):** Committee members may provide an update.

- 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 Informational and/or Announcements:**

- A. **Board Membership:** Any applications received may be reviewed for board approval. Currently there are three (3) vacancies: District #5 Representative of the BOS, and District #5 Representative of the Private Sector, and District #5-Representative of the Low-Income.
- B. **HOME Resource Center Report:** **Enclosed** for board information are the HOME Resource Center and Transitional Housing reports through January 2023.
- C. **Community Services Block Grant (CSBG) Monitoring:** The State has scheduled an on-site monitoring for some time in May, 2023.
- 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.
- 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.

V. **ADJOURNMENT:** To the next meeting on March 9, 2023, at 5:30 P.M.

RESOLUTION # 22-001-CAB
AUTHORIZING USE OF REMOTE TELECONFERENCING PROVISIONS
(AB 361)

WHEREAS, the San Benito Community Action Board (“CAB”) is committed to open and transparent government, and full compliance with the Ralph M. Brown Act (“Brown Act”); and

WHEREAS, the Brown Act generally requires that a public agency take certain actions in order to use teleconferencing to attend a public meeting virtually; and

WHEREAS, the CAB recognizes that a local emergency persists due to the worldwide COVID-19 pandemic; and

WHEREAS, the California Legislature has recognized the ongoing state of emergency due to the COVID-19 pandemic and has responded by creating an additional means for public meetings to be held via teleconference (inclusive of internet-based virtual meetings); and

WHEREAS, on September 16, 2021, the California legislature passed Assembly Bill (“AB”) 361, which amends Government Code section 54953 and permits a local agency to use teleconferencing to conduct its meetings in any of the following circumstances:

(A) the legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing;

(B) the legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or

(C) the legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, in order for the CAB to use teleconferencing as allowed by AB 361 after October 1, 2021, it must first adopt findings in a resolution, allowing the Board of Education to conduct teleconference meetings for a period of thirty (30) days; and

WHEREAS, Governor Gavin Newsom declared a state of emergency for the State of California due to the COVID-19 pandemic in his order entitled “Proclamation of a State of Emergency,” signed March 4, 2020; and

WHEREAS, the CAB hereby finds that the state and local emergencies have caused and will continue to cause imminent risks to the health or safety of attendees; and

WHEREAS, the CAB is conducting its meetings through the use of telephonic and internet-based services so that members of the public may observe and participate in meetings and offer public comment;

NOW THEREFORE BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference;

BE IT FURTHER RESOLVED, that the CAB has determined that given the state of emergency, holding in-person meetings would present imminent risks to the health or safety of attendees.

BE IT FURTHER RESOLVED, the CAB hereby authorizes staff to take all actions necessary to conduct CAB meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act, using teleconferencing for a period of thirty (30) days from the adoption of this Resolution after which the Community Action Board will reconsider the circumstances of the state of emergency.

PASSED AND ADOPTED by the San Benito Community Action Board this 9th day of February, 2023, by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN



SAN BENITO COUNTY

TRACEY BELTON
DIRECTOR

Health & Human Services Agency

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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

<i>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 <input checked="" type="checkbox"/> No <input type="checkbox"/> ex=Excused Absence</i>					
District	Representing the Low-Income (L)		Representing the Board of Supervisors (P)		Representing the Private Sector (PR)
1-Zanger	<input checked="" type="checkbox"/>	Monica Hernandez	<input checked="" type="checkbox"/>	VACANT /Amy Bravo	<input checked="" type="checkbox"/> Ellen Laitinen <u>Chair</u>
2-Kosmicki	<input type="checkbox"/>	VACANT	<input checked="" type="checkbox"/>	Yolanda Delgado	<input checked="" type="checkbox"/> Jessica Wohlander <u>Secretary</u>
3-Sotelo	<input checked="" type="checkbox"/>	Juan Cruz	<input checked="" type="checkbox"/>	VACANT /Tonia Sunseri	<input checked="" type="checkbox"/> Christy Eggers- <u>V. Chair</u>
4-Curro	<input checked="" type="checkbox"/>	Daren Kortsen	<input checked="" type="checkbox"/>	VACANT /Mel Tungate	<input checked="" type="checkbox"/> Dennis Wightman
5-Gonzales	<input type="checkbox"/>	VACANT	<input type="checkbox"/>	VACANT	<input type="checkbox"/> VACANT

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

I. **General:**

- 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.
- 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.
- Amendments to the Agenda:** Amend the agenda to remove approving the September 8, 2022 and October 13, 2022 as they were previously approved.



COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

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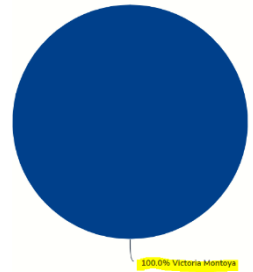


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- II. **Consent Items:** All items will be voted as a whole without discussion and approved unless the board wishes to discuss further. The board may request to pull the item for discussion and place the item on the Regular Agenda. The CAB approved 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.

GRANTS UPDATE- 2/6/22

TERM	GRANT/FUNDING SOURCE	GRANT AMOUNT	Funds Remaining	PROJECT SUMMARY
CAPITAL RELATED PROJECTS/GRANTS				
9/1/19-6/30/21	HEAP	\$1,100,000	\$0	SOUTSIDE TRANSITIONAL HOUSING 5 UNITS
JAN-DEC 2023	HOMEKEY 2	\$2,431,100	\$2,431,000	SOUTHSIDE TRANSITIONAL HOUSING 11 UNITS
to 12-31-2024	ARPA	3,000,000	3,000,000	PROPERTY TO EXPAND CURRENT HOMELESS SERVICES
JAN 2020-JUNE 2025	WPC One Time Housing Grant	\$1,600,251.33	\$486,687.69	ACQUISITION OF N. CHAPPEL PROPERTY (4.6 AC) & REHABILITATION OF THE 2 HOMES
FEB 2021-AUG 2023	CDBG CV-2	\$1,150,872	\$1,117,872	REHABILITATION OF THE HOMELESS SHELTER (ROOF, INTERIOR PAINTING, INTERIOR FLOORS, FRONT PARKING
2022-2023	Office of Migrant Services	\$2,410,000	\$2,380,000	REHABILITATION OF MIGRANT CENTER HOMES (67) FOR MIGRANT SEASONAL FARM WORKERS.
TBD	HOMEKEY 3	0	0	PENDING: ACQUISITION AND REHABILITATION COMPLETE IN 8-12 MONTHS
	TOTALS	\$11,692,223	\$9,415,560	
PROGRAM SERVICE GRANTS				
2019-2024	PLHA	\$750,000	\$750,000	HOMELESS SERVICES- EMERGENCY SHELTER, OUTREACH ACTIVITIES
2023	HHIP/ANTHEM	\$300,000	300000	SAFE PARKING SITE AND OUTREACH SERVICES
2021-2025	HHAP ROUND 1 COC	\$305,000	\$305,000	RAPID REHOUSING
2021-2025	HHAP ROUND 2 COC	\$157,000	\$157,000	OPERATIONS OF SOUTHSIDE TRANSITIONAL HOMES
2023-2026	HHAP ROUND 3 COC	\$300,000	\$300,000	AWARD TBD: OPERATIONS OF SOUTHSIDE TRANSITIONAL HOMES
2023-2027	HHAP ROUND 4 COC			AWARD AND SERVICES TBD WHEN GRANT IS RECEIVED THIS YEAR. ESTIMATE ABOUT \$300k
2021-2025	HHAP ROUND 1 STATE	\$309,000	40000	HOMLESS SHELTER OPERATIONS & EMERGENCY SHELTER
2021-2025	HHAP ROUND 2 STATE	155000	155,000	HOMLESS SHELTER OPERATIONS & EMERGENCY SHELTER
2022-2026	HHAP ROUND 3 STATE	\$395,326	360,000	HOMELESS SHELTER OPERATIONS AND OUTREACH
2023-2026	HHAP ROUND 4 STATE			AWARD TBD: SHELTER OPERATIONS, EMERGENCY SHELTER AND OUTREACH
	TOTALS	\$2,671,326	\$2,367,000	

MEMORANDUM

Date: 6-Feb-23

TO: Community Action Board

FR: Enrique Arreola

RE: **2023 CSBG Services: Discuss the approval of the recommended activities under the 2023 Community Services Block Grant. Action is required**

San Benito County's CSBG allocation for 2023 is \$276,203. Below are the proposed activities for the CSBG 2023 contract.

Activity/Service	CSBG Proposed Activities	Comments
Supportive Services	\$ 20,000.00	Supportive Services for Low-Income residents/homeless individuals: 1) transportation tokens (\$1,000); 2) hotel vouchers (\$10,000); 3) homeless kits (\$1,500); 4) marketing materials (\$2,000); 5) \$4,000 for cleaning and maintenance fees of the emergency trailers and 6) \$1,500 as incentives for CAB Youth Committee Members for attending committee meetings.
Leadership Luncheon	\$ 2,000.00	Funds required for this year's leadership luncheon to engage and discuss with local leaders affecting low-income residents such as education, jobs, homelessness, health, poverty, food insecurity...etc.
Youth Rally (Summer Event)	\$ 5,000.00	Funds for the Youth Rally Event during the summer to include speakers, games, activities, snacks...etc. The CAB Youth Committee has been recommending that this event be planned this coming summer.
Totals	\$ 27,000.00	

The total allocation for direct services is \$27,000. Staff requests approval for the 2022 CSBG activities.

Thank you

Enrique Arreola
Deputy Director

Services Provided from 1/1/22 to 12/31/22					
Service Category	Total Allocation*	YTD # Of Services	YTD Expenditures** (Does not reflect total grant expenditure)	Program	Balance Remaining
Bus Token Blue		201	\$774.00	Bus Token	
Bus Token Green		98	\$240.00	Bus Token	
Bus Token Purple		6	\$9.00	Bus Token	
Bus Token Red		29	\$58.00	Bus Token	
Total	\$1,500.00	334	\$1,081.00		\$419.00
Utility Dep/Pymt		62	\$26,430.77	CDBG Programs	
Utility-Garbage		43	\$5,242.13	CDBG Programs	
Utility-Water & Sewer		66	\$24,820.33	CDBG Programs	
Total	\$262,502.00	171	\$56,493.23		\$64,286.52
Food Voucher		55	\$4,796.04	CSBG CARES Programs	
Rent Payment*		43	\$33,442.00	CSBG CARES Programs	
Security Deposit		1	\$450.00	CSBG CARES Programs	
Summer Work Experience-Youth		4	\$4,987.89	CSBG CARES Programs	
Utility-Garbage		4	\$397.24	CSBG CARES Programs	
Utility-Internet/WiFi		1	\$22.99	CSBG CARES Programs	
Utility-Water & Sewer		4	\$592.15	CSBG CARES Programs	
Equipment/Supplies		21	\$2,533.79	CSBG CARES Programs-Dream Catcher	
Scholarship		27	\$5,891.32	CSBG CARES Programs-Dream Catcher	
Tutoring		7	\$4,390.00	CSBG CARES Programs-Dream Catcher	
Total	\$253,212.00	167	\$57,503.42		\$0.00
Hotel Voucher		8	\$2,108.16	ESG Rapid Rehousing	
Move In Cost		1	\$2,218.00	ESG Rapid Rehousing	
Total	\$74,303.00	9	\$4,326.16		\$0.00
Leasing		15	\$23,633.00	Helping Hands	
Total	\$50,000.00	15	\$23,633.00		\$26,367.00
Rent Payment*		15	\$19,768.66	HHAP-CoC	
Security Deposit		3	\$6,790.00	HHAP-CoC	
Total	\$141,076.00	18	\$26,558.66		\$97,638.00
Bike Lock		3	\$54.00	Homeless Supportive Services	
Bus Token Blue		6	\$24.00	Homeless Supportive Services	
Bus Token Green		5	\$12.50	Homeless Supportive Services	
Bus Token Red		2	\$3.00	Homeless Supportive Services	
Hygiene Kit - Female		2	\$25.50	Homeless Supportive Services	
Hygiene Kit - Male		4	\$48.00	Homeless Supportive Services	
Case Management		18	\$0.00	Homeless Supportive Services	
Total	\$1,500.00	40	\$167.00		\$0.00
Hotel Voucher-CSBG CARES, PRK, 22-F5034		65	\$46,015.91	Homeless Supportive Services	
Total	\$48,000.00	65	\$46,015.91		\$0.00
Food Voucher-HOP		100	\$8,099.73	HOPWA	
Rent Payment*		25	\$24,361.00	HOPWA	
Total	\$50,000.00	125	\$32,460.73		\$17,539.27
Utility Payment (Base)		6	\$4,399.70	LIHWAP	
Total	\$125,685.00	6	\$4,399.70		\$121,285.30
Rent Payment*		222	\$251,396.63	TBRA	
Total	\$488,469.00	222	\$251,396.63		\$88,035.00

Utility Payment (Base)		99	\$41,830.00	LIHEAP ARPA-Fast Track	
Utility Payment (Supplimental)		99	\$92,755.00	LIHEAP ARPA-Fast Track	
Utility Payment (Base)		117	\$46,165.83	LIHEAP ARPA-HEAP	
Utility Payment (Supplimental)		3	\$2,022.00	LIHEAP ARPA-HEAP	
Utility Payment (Base)		3	\$1,319.05	LIHEAP WPO	
Utility Payment (Base)		3	\$2,596.40	ECIP-WPO	
Air Conditioner/Cooling Unit		6	\$0.00	Utility Assistance Fast Track	
Utility Payment (Base)		163	\$63,203.00	Utility Assistance Fast Track	
Utility Payment (Supplimental)		159	\$70,775.00	Utility Assistance Fast Track	
Air Conditioner/Cooling Unit		30	\$0.00	Utility Assistance HEAP	
Utility Payment (Base)		245	\$92,197.00	Utility Assistance HEAP	
Total	\$1,084,882.00	927	\$412,863.28		\$507,912.00
Total Services Provided		2099	\$916,898.72		

*Total allocation is the Funding received which could cover multiple years based on the grant.

**The Expenditure amount is ONLY the expenditures from January 1, 2022 – December 31, 2022.

YTD Services from 1/1/2023-1/31/2023					
Service Category	Total Allocation*	YTD # Of Services	YTD Expenditures** (Does not reflect total grant expenditure)	Program	Balance Remaining as of Nov 22
Bus Token Blue		3	\$6.00	Bus Token	
Bus Token Green		11	\$21.25	Bus Token	
Total	\$1,500.00	14	\$27.25		\$0.00
Utility Dep/Pymt		2	\$664.70	CDBG Programs	
Utility-Garbage		2	\$268.35	CDBG Programs	
Utility-Water & Sewer		3	\$1,054.31	CDBG Programs	
Total	\$262,502.00	7	\$1,987.36		\$74,281.00
Rent Payment*		3	\$2,523.86	HHAP-CoC	
Total	\$9,883.00	3	\$2,523.86		(\$2,805.00)
Hotel Voucher-		1	\$30.00	Homeless Supportive Services CSBG 22-F5034	
Total	\$13,000.00	1	\$30.00		\$3,727.00
Food Voucher-HOP		9	\$900.00	HOPWA	
Rent Payment*		3	\$2,830.00	HOPWA	
Total	\$50,000.00	12	\$3,730.00		\$41,810.00
Rent Payment*		11	\$8,411.00	TBRA	
Total	\$488,469.00	11	\$8,411.00		\$60,720.00
Total Services Provided		48	\$16,709.47		

*Total allocation is the Funding received which could cover multiple years based on the grant.

**The Expenditure amount is ONLY the expenditures from January 1, 2022 – December 31, 2022.

County	Program Year	Total Payment	Vulnerable Households Served	Vulnerable HH Percent
Program: ARPA FAST TRACK 2021				
SAN BENITO	2021	\$162,098.00	70	55.56 %
		Sum=\$162,098.00	Sum=70	Avg=55.56 %
Program: ARPA HEAP 2021				
SAN BENITO	2021	\$43,830.00	79	70.54 %
		Sum=\$43,830.00	Sum=79	Avg=70.54 %
Program: ARPA WPO HEAP 2021				
SAN BENITO	2021	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
Program: FAST TRACK 2021				
SAN BENITO	2021	\$165,902.00	111	53.62 %
		Sum=\$165,902.00	Sum=111	Avg=53.62 %
Program: FAST TRACK 2022				
SAN BENITO	2022	\$44,350.00	30	46.88 %
		Sum=\$44,350.00	Sum=30	Avg=46.88 %
Program: FAST TRACK 2023				
SAN BENITO	2023	\$1,000.00	1	100.00 %
		Sum=\$1,000.00	Sum=1	Avg=100.00 %
Program: HEAP 2021				
SAN BENITO	2021	\$128,399.00	246	73.65 %
		Sum=\$128,399.00	Sum=246	Avg=73.65 %
Program: HEAP 2022				
SAN BENITO	2022	\$25,861.00	47	72.31 %
		Sum=\$25,861.00	Sum=47	Avg=72.31 %
Program: SLIHEAP FAST TRACK 2022				
SAN BENITO	2022	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
Program: SLIHEAP HEAP 2022				
SAN BENITO	2022	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
Program: SLIHEAP WPO ECIP 2022				
SAN BENITO	2022	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
Program: SLIHEAP WPO HEAP 2022				
SAN BENITO	2022	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
Program: WPO ECIP 2022				
SAN BENITO	2022	\$1,000.00	1	100.00 %
		Sum=\$1,000.00	Sum=1	Avg=100.00 %
Program: WPO ECIP 2023				
SAN BENITO	2023	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
Program: WPO HEAP 2021				
SAN BENITO	2021	\$972.13	2	100.00 %
		Sum=\$972.13	Sum=2	Avg=100.00 %
Program: WPO HEAP 2022				

SAN BENITO	2022	\$427.00	1	100.00 %
		Sum=\$427.00	Sum=1	Avg=100.00 %
Program: WPO HEAP 2023				
SAN BENITO	2023	\$0.00	0	0.00 %
		Sum=\$0.00	Sum=0	Avg=0.00 %
		Sum=\$573,839.13	Sum=588	Avg=45.44 %



SAN BENITO COUNTY

TRACEY BELTON
DIRECTOR

Health & Human Services Agency

COMMUNITY SERVICES & WORKFORCE DEVELOPMENT

1161 SAN FELIPE ROAD • HOLLISTER, CA 95023

(831) 637-9293 • FAX (831) 634-0785

COMMUNITY ACTION BOARD BOARD MEMBER ROSTER

District	Representing the Low-Income (L)		Representing the Board of Supervisors (P)		Representing the Private Sector (PR)	
1 Zanger	10/13/22 thru 10/13/25	Monica Hernandez (831) 524-0392 monica@first5sb.org monica@gmail.com	4/12/22 thru 4/12/25	Amy Bravo (831) 223-3035 bopus79@aol.com _____	11/10/22 thru 11/10/25	Ellen Laitinen - Chair (408) 710-2578 ellenlaitinen@gmail.com
Youth Advisory		Gabriella Romero (831) 265-3230				
2 Kosmicki	Pending BOS Approval	Victoria Montoya (831) 801-3676 vickiexicnna@yahoo.com	1/14/21 thru 1/14/24	Yolanda Delgado (831) 331-8813 357delgado@gmail.com	1/14/21 thru 1/14/24	Jessica Wohlander- Secretary (831)706-8829 jessica@terracultura.org
Youth Advisory						
3 Sotelo	3/9/21 thru 3/9/24	Juan Cruz (831) 630-0163 cruzbas@charter.net	7/11/22 thru 7/11/25	Tonia Sunseri (831) 902-0005 t_sunstorm@yahoo.com _____	11/12/20 thru 11/12/23	Christy Eggers – V.Chair (831) 245-7663 cgeggers@gmail.com
Youth Advisory						
4 Curro	2/10/22 thru 2/10/25	Daren B. Kortsen (831) 637-5760 daren.kortsen@gmail.com	11/9/21 thru 11/9/23	Mel Tungate (831) 801-1838 meltungate68@gmail.com _____	5/14/20 thru 5/14/23	Dennis Wightman (408) 781-3264 wighty@sbcglobal.net
Youth Advisory						
5 Gonzales	Vacant since 7/11/22	Vacated by Nelda Escamilla	Vacant since 10/6/222	Vacated by Thressa Walker-Shaw	Vacant since 7/11/22	Vacated by Jim Whitehead
Youth Advisory						
	Link to Ethics Training: http://localethics.fppc.ca.gov/login.aspx					



Roster Updated 01.19.23

COMMUNITY ACTION BOARD & WORKFORCE Development BOARD

SERVING SAN BENITO COUNTY SINCE 1978

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 to should call the CSWD office at 831-637-9293 at least five business days before the needed date to arrange for the special accommodations.

CAB COMMITTEES **FY 2022-2023**

OFFICERS (Executive Committee)

Chair:	Ellen Laitinen
Vice-Chair:	Christy Eggers
Secretary:	Jessica Wohlander

BYLAWS COMMITTEE- Meets periodically to review bylaws and make recommendations thru the board.

Chair: Mel Tungate	Christy Eggers
Vice-Chair: Dennis Wightman	Tonia Sunseri

PROGRAM/PLANNING COMMITTEE – Reviews programs and report recommendations thru the full board.

Chair: Christy Eggers	Juan Cruz	
Vice-Chair: Jessica Wohlander	Mel Tungate	Yolanda Delgado

STRATEGIC PLANNING AD HOC COMMITTEE: The Strategic Planning ad hoc Committee shall consist of all Officers of the CAB (mandatory), plus 2 appointed and 1 alternate CAB members (preferably 1 from different districts) *Chair, ** Co-Chair, *** Secretary

* Ellen Laitinen #1	** Christy Eggers #3	*** Jessica Wohlander #2
Juan Cruz #3	Dennis Wightman #4	Yolanda Delgado #2 (Alternate)

NOMINATING COMMITTEE: Consists of Representatives of the Low-Income.

District #3- Juan Cruz, Chair	District #2- Victoria Montoya
District 1- Vacant	District #4- Daren Kortsen, Vice-Chair
	District #5- Vacant

<u>MEMBERSHIP COMMITTEE:</u>	Juan Cruz	Yolanda Delgado	Tonia Sunseri
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HOMELOAN Committee:

Cynthia Holthouse (831) 297-5626 cynthiaholthouse86@gmail.com	Juan Cruz
Dom Zanger supervisorzanger@cosb.us	Yolanda Delgado (Back-up CAB member)

YOUTH ADVISORY COMMITTEE: Meets periodically to discuss the needs of youth throughout San Benito County and serve in an advisory capacity only to the CAB.

#1 Gabriella Romero	#2	#3	#4
#5	Board Member: Christy Eggers, Daren Kortsen, Monica Hernandez		

Community Outreach Ad Hoc members: Tonia Sunseri, Amy Bravo, Monica Hernandez

Homeless Taskforce Committee: Christy Eggers/ Alternate Dennis Wightman.

Racial Equity ad hoc Committee: Yolanda Delgado, Jessica Wohlander, Mel Tungate



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

CAB Program/Planning Committee Meeting

MINUTES

January 24, 2023 - 4:00 P.M.

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. **Quorum Met: Yes ☒ No ☐ *=Excused Absence**

<input checked="" type="checkbox"/> Christy Eggers #3-Chair	<input checked="" type="checkbox"/> Jessica Wohlander #2 V-Chair	<input checked="" type="checkbox"/> Yolanda Delgado #2 (Alt)
<input checked="" type="checkbox"/> Juan Cruz #3	<input type="checkbox"/> Mel Tungate #4 VACANT	
Staff	Andi Anderson, Enrique Arreola, Sylvia Jacquez, Velma Biddlecome	
Guest	Mel Tungate, Dennis Wightman	

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

Chair, Christy Eggers called the meeting to order at 4:07 P.M.

I. General:

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements.
- B. **Public Comment Period:** None received.

II. Regular Agenda:

1. **2023 Community Development Block Grant (CDBG):** Discuss the planning process for the 2023 CDBG Notice of Funding Availability (NOFA). This committee provides Direction to Staff on how to utilize the funds for CDBG based on priorities. It is anticipated the funds will be released June 1, 2023. State has indicated that waitlisted projects may be funded from the 2020 round of funding and informed CSWD that waitlisted projects could be approved with a turnaround time of 30-days, submittal deadline June 30, 2023. Staff explained the previous proposal and how it would be used for infrastructure at the Chappell property as well as a Community Center at the Migrant Center. State indicated a Public Service activity could be applied for. It wasn't clear if CSWD could apply for more than one public service activity or if the county could only apply for one. Based on local need, there is a need for the homeless shelter to be funded. The annual cost to run the homeless shelter is \$500,000 annually. For the past 2 ½ years CSWD has been utilizing HHAP (currently using HHAP Round 3) funding to support the shelter through May 2023. If the board decides to move ahead with a pre-application there needs to be a public hearing, announcements, packets, etc. After discussion, members stated that in their opinion there is a need to keep funds in-house but also allow for non-profits to apply for funding as well. Also discussed was the funding to keep the shelter open and making sure there is funding available. Staff indicated that as a county, homelessness is a community issue and should be addressed as a community. Staff met with new Mayor and briefed her on the current situation, and she is extremely supportive of the issue and the need.



Staff will attend a City Council meeting to ask for additional funding from the City of Hollister. It would be ideal to partner with the City of Hollister: \$250k each. If the State allows jurisdictions to submit a second application, the County will submit one with the goal to create a partnership.

B. **Other:**

III. **Adjourn: M/S/C Jessica Wohlander Juan Cruz 5:03 P.M.**



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

CAB Strategic Planning Committee Meeting

MINUTES

January 24, 2023 - 5:00 P.M.

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. **Quorum Met: Yes** ☒ **No** ☐ ***=Excused Absence*Chair, ** Co-Chair, *** Secretary**

<input checked="" type="checkbox"/> Ellen Laitinen #1*	<input checked="" type="checkbox"/> Christy Eggers #3**	<input checked="" type="checkbox"/> Jessica Wohlander #2***
<input checked="" type="checkbox"/> Juan Cruz #3	<input checked="" type="checkbox"/> Dennis Wightman #4	<input checked="" type="checkbox"/> Yolanda Delgado #2 (Alternate)

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

Ellen Laitinen, called the meeting to order at 5:05 P.M.

I. General:

- A. **Roll Call:** Roll was taken to determine excused absences for attendance requirements.
- B. **Public Comment Period:** None received.

II. Regular Agenda:

- A. **Approval of Strategic Planning Committee (SPC) Minutes:** The July 26, 2022 SPC meeting minutes are **enclosed** for review and approval. **No action taken.**
- B. **Strategic Plan:** Review **enclosed** Strategic Goals and assess needs/updates.
 1. **Community Youth Center:** Christy reported on the Community Center Coalition and their request for CAB to provide a letter of support. Lisa Faulkner presented at the CAB and will Lisa Faulkner will draft a letter of support for the CAB's approval. Discussed was the Youth Alliance – Community Impact Center, has a youth center and does CAB wish to partner?
 2. **Summer Youth Program:** There was a possible funding source but after analyzing the grant it was highly competitive and required a lot of time and CSWD doesn't have the staff capacity to pursue. The goal is to obtain \$80,000 to move forward with a program in partnership with Workforce Innovation & Opportunity Act (WIOA) funding. CSWD has used Discretionary funding but right now there are no funds; however, our grant writer is seeking funds.
 3. **Youth Outreach Meeting:** Discussed was the initial goal of the Youth ad Hoc Committee which is for the youth to have a voice in decision making. This may mean simply having committee members attend established youth committees and report back to the CAB what those committees are doing. Members will also connect with the Community Engagement Liaison through ASB club at the High School.



- C. **Goal #1 Action 1:** Discussed the possibility of utilizing Community Development Block Grant (CDBG) funding for a summer youth work experience program and partnering with Workforce Innovation and Opportunities Act (WIOA). Change the due date to pending based on the CDBG Notice of Funding (NOFA) being released. Update expected outcomes. Change status to RED.
 - 1. **Goal #1 Action 1-Youth Center:** Collaboration with Partner Agencies, Youth Center Coalition/Lisa Faulkner. Change status to RED
- B. **Goal #1 Action 2:** Table Partnership with WDB to leverage funding. Change status to YELLOW.
- C. **Goal #1 Action 3:** Part 1-Youth Voice, Part 1 Development of committee representing the 5 districts. Status YELLOW
- D. **Goal #2 Action 1:** Remove CAB from Staff responsible and add Youth Alliance will lead. Change status to YELLOW.
- E. **Goal #2 Action 2:** HomeKey Rd2 funded. WPC there are no additional plans. CDBG to assist with infrastructure. Status YELLOW.
- F. **Goal #2 Action 3:** This is ongoing – change status to YELLOW
- G. **Goal #2 Action 4:** HomeKey Rd3 awarded and allows for acquisition and rehabilitation of permanent housing. Chappell property purchased. 1 unit is a 3 bedroom home. In process is purchase of Wiebe Motel (24 room) and SureStay (42 room) for conversion to low-income housing. Change status to YELLOW up to 50% complete.
- H. **Goal #2 Action 5:** Dennis Wightman is the primary and Christy Eggers is the Alternate to attend the Homeless Taskforce meetings. Change status to GREEN.
- I. **Goal #2 Action 6:** The Matrix has been updated and will be provided to staff at the next meeting. Change status to GREEN.
- J. **Goal #3A Action 1:** Request for CAB to attend BOS meeting has gone out. Staff to follow-up at the next meeting. CAB to continue to submit monthly volunteer forms. Change status to YELLOW.
- K. **Goal #3A Action 2:** Invite local and State elected officials to Public Hearings, Community Conversations and other special events related to CAB and the services we provide. Status RED
- L. **Goal #3A Action 3:** Remove as it is the same as action #1.
- M. **Goal #3B Action 1 and 2:** No changes to: Community Youth Event (Rally). Partnership with Youth alliance, secure temp staff to plan event. Status RED
- N. **Goal #3B Action 3:** Added list of events. Youth Expo, National Night Out, Winter Shelter Holiday Party, Spring Cleanup, Farmers Market, , Dinner at Homeless Shelter, etc. Change status to YELLOW.
- O. **Goal #4 Action 2:** Prison 2 Employment (P2E) 3 Grant secured.
- P. **Other:** None.

II. **Adjourn:** The meeting adjourned at 6:46 P.M. *M/S/C Christy Eggers/Juan Cruz.*

HOME Resource Center

Right click on
Blue to
refresh table



Right click
on Pink to
refresh table



Row Labels	Female Undup	Male Undup	Sum of Total	Female Ave by Month	Male Ave by Month	Total Monthly Average	Annual Average
January	276	620	896	9.20	20.67	28.90	28.90323
February			0			0.00	14.45161
March			0			0.00	9.634409
April			0			0.00	7.225806
May			0			0.00	5.780645
June			0			0.00	4.817204
July			0			0.00	4.129032
August			0			0.00	3.612903
September			0			0.00	3.21147
October			0			0.00	2.890323
November			0			0.00	2.627566
December			0			0.00	2.408602
Grand Total	276	620	896				

CDBG Monthly Report

Date Submitted: 2/1/2023
 Agency Name: **Community Homeless Solutions**
 Project Title: **HOME Resource Center**

Goal: To provide a safe, secure and more suitable living conditions for our homeless population

Objective #1: Offer (50) beds every night while the shelter is open and provide nutritious meals	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	54	53	54	53
Please give a brief description below of progress made towards achieving the objective				
We served a total of 54 guest in the month of Janurary for a total of 926 bednights. On 1/6/2023 and on 1/28/2023 HRC Outreachers went out to the local encampments to provide essentials offer shelter and resources.				
Objective #2: The shelter will offer/coordinate programs such as substance abuse, mental health, legal clinics, veteran assistance and medical and dental programs.	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	1	1	1	1
Please give a brief description below of progress made towards achieving the objective				
Clients who found employment	Full Time Employ	Temp Employ	Total Employed	
	0		0	
Clients who were housed:	Permanent Housing	Temp Housing	Total Housed	
	6		6	
1 female guest went into a substance abuse program. We had 6 people housed in January 1 entered into our THP unit				
Objective #3: Shelter staff will provide daily meals to all clients	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	54		54	0
Please give a brief description below of progress made towards achieving the objective				
We served 2778 meals for the month of Janurary this includes: Breakfat , lunch, and dinner.				
Please share a program or participant success story. If challenges were encountered, explain what steps your agency took to resolve them.				
We had a couple who were permanetly housed and reunited with their children in less of two weeks of enetrng the shelter. They will continue to get Casemanagment for the next six months.				
Major Incident Reports. (Police called, Ambulance, Major Health issue, etc.), explain what steps your agency took to resolve them.				
San Benito PD was called out 4 times AMR response was called 1 time. We had 3 guest total that tested positive on 1/10/2023				

DEMOGRAPHICS	
IDENTIFY CLIENTS	
White	18
Hispanic	32
Black/African American	2
Asian	2
American Indian/Alaskan Native	
Native Hawaiian/Other Pacific Isl.	
Am. Indian/Alaskan Native & White	
Asian & White	
Black/African Am. & White	
Am. Indian/Alaskan & Black/African	
Other Multi-Racial	
TOTALS	54

INCOME LEVELS	
Please use the Federal Poverty Income Guidelines	
Extremely Low (<30%)	54
Low (31%-50%)	
Moderate (51%-80%)	
Non-Low/Moderate Income (+80%)	
TOTALS	54

Total # of Female Head of Households	
---	--

**If you need more space, please use the
back of this report.**

18 - 23 years	1
24 - 44 years	26
45 - 54 years	15
55 - 69 years	11
70 + years	1
TOTAL	54

Transitional Housing Units

Right click on
Blue to
refresh table



Right click on
Pink to refresh
table



Row Labels	Female Undup	Male Undup	Sum of Total	Female Ave by Month	Male Ave by Month	Annual Average
January	0	131	131	0.00	4.23	4.225806452
February			0			2.112903226
March			0			1.408602151
April			0			1.056451613
May			0			0.84516129
June			0			0.704301075
July			0			0.603686636
August			0			0.528225806
September			0			0.46953405
October			0			0.422580645
November			0			0.384164223
December			0			0.352150538
Grand Total	0	131	131	0	4.23	

CDBG Monthly Report

Date Submitted: 1-Feb-23
Agency Name: Community Homeless Solutions
Project Title: Transitional Housing Units

Goal: To provide a safe, secure and more suitable living conditions for our homeless population with the goal of securing permanent housing.

Objective #1: Offer (6) Transitional Housing Units for up to 18 month	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	1	4	1	4
Please give a brief description below of progress made towards achieving the objective				
There were 5 total residents staying the tranistional housing units for the month of January . However on 01/31/2023 THP guest from unit #3 found permanant housing and was housed as of 01/31/23				
Objective #2: The shelter will offer/coordinate programs such as substance abuse, mental health, legal clinics, veteran assistance and medical and dental programs.	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	1	4	1	4
Please give a brief description below of progress made towards achieving the objective				
Clients who found employment	Full Time Employ	Temp Employ	Total Employed	
	1	2	3	
Clients who were housed:	Permanent Housing	Temp Housing	Total Housed	
	1		1	
1 of the 5 guests in the units are volunteering at the Community Foodbank. 1 was linked to behavioral health services . 1 guest was successfully permanently housed Locally.				
Objective #3: Shelter staff will provide Housing Navigation	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	1	4	1	4
Please give a brief description below of progress made towards achieving the objective				
Naviagtion services take place 2xs a month with residents where goals and budgets are reviewed and set. Housing Navigator is available every Thursday to assist with any needs.				
Objective #4: Provide life skills workshops including but not limited to budgeting, savings, credit repair, self-empowerment, job readiness, dress for success...etc.	Unduplicated UOS-Mthv	Duplicated UOS-Mthv	Unduplicated UOS-Annual	Duplicated UOS-Annual
	1	4	1	4
Please give a brief description below of progress made towards achieving the objective				
Housing Navigation creates a budget/ savings plan with the guests. After 3 months the budget is reviewed. At this time all other services are referred out to different agencies.				
Please share a program or participant success story. If challenges were encountered, explain what steps your agency took to resolve them.				
Our THP guest LA from unit #2 was a victim of a hit and run accident . A individual in a black car hit our client LA With their car as he was riding his bike and fled the scene Client was transported by ambulance to Hazel Hawkins Hospital for evaluation Client was admitted in the hospital for four days, then released And has made a full recovery since. This same client found permanent housing on January 31st, 2023 Case Manager has arranged for cleaning services to come deep clean the unit We will conduct THP interviews to fill The unit immediately.				
Major Incident Reports. (Police called, Ambulance, Major Health Issue, etc.), explain what steps your agency took to resolve them.				

DEMOGRAPHICS	
IDENTIFY CLIENTS	
White	1
Hispanic	3
Black/African American	1
Asian	
American Indian/Alaskan Native	
Native Hawaiian/Other Pacific Isl.	
Am. Indian/Alaskan Native & White	
Asian & White	
Black/African Am. & White	
Am. Indian/Alaskan & Black/African	
Other Multi-Racial	
TOTALS	5

18 - 24 years	
25 - 44 years	2
45 - 54 years	2
55 - 69 years	1
70 + years	
TOTAL	5

INCOME LEVELS	
Please use the Federal Poverty Income Guidelines	
Extremely Low (<30%)	5
Low (31%-50%)	
Moderate (51%-80%)	
Non-Low/Moderate Income (+80%)	
TOTALS	5

Total # of Female Head of Households 0

If you need more space, please use the
back of this report.



2023

Community Action Board - Regular meetings are held on the 2nd Thursday of the Month at 5:30 P.M.
(Except August & December)

<div></div> Full WDB	<div></div> Strategic Plan	<div></div> NO MEETING	<div></div> Holiday																	
January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25	19	20	21	22	23	24	25
29	30	31					26	27	28					26	27	28	29	30	31	
April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1		1	2	3	4	5	6				1	2	3	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	
30																				
July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30
30	31																			
October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4						1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30
														31						
Annual Conference SF November Dates TBD																				

Annual Conference SF November Dates TBD

BOS Meetings	
7-Feb	Monica Hernandez
28-Feb	Daren Kortsen
14-Mar	
28-Mar	Jessica Wohlander
11-Apr	
25-Apr	
9-May	Christy Eggers
23-May	
13-Jun	
27-Jun	
25-Jul	
8-Aug	
22-Aug	
12-Sep	
26-Sep	
10-Oct	
24-Oct	
7-Nov	
21-Nov	