



SAN BENITO COUNTY COMMUNITY ACTION BOARD (CAB)

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

Meeting held via ZOOM
MINUTES

March 10, 2022, 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 1-5 and Guests, with names and attendance status.

Chair, Ellen Laitinen, called the meeting to order at 5:32 P.M.

I. General:

- A. Amendments to the Agenda: None
B. Public Comment Period: None received

II. Regular Agenda:

- A. Roll Call: Roll was taken to determine excused absences for attendance requirements. None of the absent members called in to indicate they would not be attending the meeting.
B. Approval of Minutes:
1. CAB Meeting Minutes: The February 10, 2022 meeting minutes were approved as presented. Motion/Second/Concur (M/S/C) Yolanda Delgado/ Jessica Wohlander
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. Send out volunteer sheet. Information on volunteering will be e-mailed to members.

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 ChristyEggers/Yolanda Delgado

- A. Homeless Shelter & Transitional Housing Report: Enclosed was the monthly reports for February 2022.



- B. **Community Services Block Grant (CSBG) CARES Expenditure Report:** Attached for your review was the agency level CARES expenditure data report for December 2021.
- C. **Low-Income Household Water Assistance Program (LIHWAP):** Staff attended a Public Meeting held February 23, 2022 to provide input on the Draft LIHWAP. LIHWAP is a program that will provide financial assistance to low-income Californians to help manage their residential water and wastewater utility costs. This program is expected to launch in May 2022.
- D. **National Night Out:** The CAB has been invited to participate in this annual event scheduled for August 2, 2022 from 5:30-7:30 P.M. Please mark your calendars if you are interested in volunteering. See flyer was attached.

IV. **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.*

- A. **Community Services Programs:** Enclosed was a report on services provided from January 1, 2022 – March 3, 2022 for CSWD programs to include winter, shelter program, emergency rental assistance, LIHEAP, etc.

Service Category	Number of Services	Total Allocation
Bus tokens	66	237.25
CDGB – Water, Sewer, Utility, Garbage	64	22,070.34
TBRA Rent Payments	64	86,852.08
CSBG Programs-Senior/Veterans, rent payments, food vouchers, utilities & Dream Catcher Program	71	21,848.27
Helping Hands – Leasing	15	23,633.00
HOPWA – Rent Payments & Food Voucher	23	5690.00
LIHEAP	134	50,360.45
TOTALS	472	\$216,742.36

- B. **Board Membership:** An application was received for membership from Amy Bravo. Ms. Bravo introduced herself and gave a brief bio on her interest in serving the community. Current Vacancies are:
 - a. District #1, Representative of the BOS & Representative of the Poor
 - b. District #5, Representatives of the BOS and Representative of the Poor

After discussion, the CAB approved the application of Amy Bravo for the vacancy of District #1, Representative of the BOS. Her application will be forwarded to the BOS for final appointment to the board. *M/S/C Yolanda Delgado/Jim Whitehead.*

V. **Action Items/Discussion Items:**

- A. **Community Development Block Grant (CDBG):** Staff provided an update on Notice of Funding Availability (NOFA) and proposed activities for the 2022. Enclosed were the notes from the public hearing held February 2, 2022. Staff explained that the County will be applying for the 2022 CDBG Public Facilities and therefore, CSWD will not be able to apply for the \$1.5 million. CSWD will be applying for \$500,000 for Public Services. The NOFA is due to be released sometime this month.

VI. **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 next quarterly SPC meeting is scheduled for April 12,2022 at 5:00 P.M.
- B. **Ad Hoc Committee for Youth (YC):** Staff and Committee members provided an update on the Youth Expo held February 26, 2022. The Youth Expo was attended by over 500 individuals and 34 surveys were completed at the event. As of this meeting 146 surveys were completed. A survey flier was **enclosed** for board info and distribution. Results of the survey can be viewed at: https://reporting.alchemer.com/r/338945_620705e4ab7594.27009338.
- C. **Committees:** The updated CAB Roster and Committees appointments was enclosed.
1. **Bylaws:** The revised bylaws have been submitted to County Counsel for their review.
 2. **Home Loan Committee:** Staff will get further direction from admin on the appointment of the BOS representative on this committee for April CAB meeting.
 3. **Membership Committee:** Committee members may provide an update on recruitment efforts and possible new member leads. Several recommendations have been made. Betsy Dirks is actively recruiting for her district and does have a homeless individual that she is hoping to recruit for the Representative of the Poor vacancy in her district. Bea Gonzales has also been recruiting for her district.
- D. **Outreach/Volunteer Opportunities:** Staff and board members provided an update on upcoming outreach/volunteer opportunities to promote the CAB.
1. **Leadership Luncheon:** Board member, Tonia Susneri, begin discussion on hosting/planning a leadership luncheon in 2022 at the end of September. The board will move forward with securing a date and will report back to the board at the next meeting.

VII. **Additional Information:**

- A. **On-Site Meeting:** With things opening up we can begin to meet in person beginning next month and will continue to virtual options.

VIII. **Adjournment:** *M/S/C Yolanda Delgado/Jim Whitehead. 6:19 P.M.*

The next CAB meeting is scheduled for April 14, 2022 at 5:30 P.M.