

COMBINED MEETING

Community Action Partnership of Solano, JPA

**Community Action Partnership of Solano, Inc. –
A Nonprofit Organization**

JUNE 9, 2014–12:00 Noon – 2:00

**LOCATION: Workforce Investment Board
320 Campus Lane, Fairfield, CA**

If you wish to address any item listed on the Agenda, please feel free to participate in the discussion so CAP Solano can fulfill its purpose of being a forum for interagency cooperation and coordination of efforts designed to strengthen agencies working to end poverty and homelessness. CAP Solano does not discriminate against persons with disabilities and holds meetings in accessible facilities. If you wish to attend this meeting and you require assistance in order to participate, please call CAP Solano at (707)422-8810 at least 48 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting. For items not listed on the Agenda, please see items from the public comment section below.

AGENDA

- | | |
|---|---------------------------|
| 1. Opening/Welcome | Board Chair of JPA |
| 2. Roll Call | Staff |
| 3. Presentations: None | |
| 4. Public Comments – This is an opportunity to address the members on matters not listed on the Agenda, but it must be within the subject matter jurisdiction of the Community Action Partnership of Solano Nonprofit Board. Please limit your comments to two (2) minutes | |
| 5. Additions/Deletions to the Agenda | DISCUSSION/ACTION |
| 6. Approval of the Agenda | ACTION |
| 7. Consent Calendar | NONE |
| 8. Old Business: | |
| a. Response to July 2013 HomeBase Evaluation Report of Housing First Solano Continuum of Care | UPDATE |
| b. Information of CAP Solano, JPA Financial History | UPDATE |
| c. Renewal of Memorandum of Understanding between Solano County and CAP Solano, JPA | UPDATE |
| d. Collaborative Applicant Responsibilities | UPDATE |

9. New Business:

- a. Draft Budgets for CAP Solano, JPA and Draft Budget for CAP Solano, Inc. – Extending Budgets for New Fiscal Year** **DISCUSSION**

10. Administrative: None

11. Staff Report

12. Comments from the Board

COMMENTS

13. Set Agenda for Next Meeting – July 14, 2014

14. Adjourn

8.1: Response to July 2013 HomeBase Evaluation Report of Housing First Solano – Continuum of Care

Purpose: To receive a presentation by the Housing First Solano Board and the Collaborative Applicant (CAP Solano, JPA) responding to the HomeBase Evaluation Report of Housing First Solano – Continuum of Care

Recommendation from staff: Receive the presentation in response to the HomeBase report as directed from the May 12, 2014 board meetings of the CAP Solano, JPA and CAP Solano, Inc. (the nonprofit).

Discussion: A task force was formed between members of CAP Solano staff and Housing First Solano Board members to address issues raised in the HomeBase report evaluating the current status of Housing First Solano (the Continuum of Care).

CAP Solano staff worked with some board members from the JPA and nonprofit to review the entire HomeBase report. Information from that meeting was provided to the task force which met May 22, 2014.

At their regular board meeting held May 28, 2014, the Housing First Solano board reviewed and discussed a power point presentation that will be provided at the combined meeting of CAP Solano, JPA and CAP Solano, Inc. June 9, 2014. Members of the Housing First Solano Board will attend the combined meeting June 9, 2014 to present and be available for discussion and questions.

Power Point will be available at the meeting.

Financial Impact: None.

Item 8: OLD BUSINESS

UPDATE

8.2: Information of CAP Solano, JPA Financial History

Purpose: To receive information pertinent to the history of CAP Solano, JPA finances.

Recommendation from staff: Board members will receive history of CAP Solano, JPA finances.

Discussion: Board members may discuss information provided at the meeting.

Financial Impact: Information only.

Item 8: OLD BUSINESS

UPDATE

8.3: Renewal of Memorandum of Understanding between Solano County and CAP Solano, JPA

Purpose: To discuss the revised scope of work for the renewal of the Memorandum of Understanding between Solano County and CAP Solano, JPA

Recommendation from staff: Board members should discuss the proposed new scope of work that may be required under a revised MOU

Discussion: Board members should discuss the proposed new scope of work that may be required under a revised MOU

County should provide their concepts for a revised scope of work for discussion purposes.

Financial Impact: Possible County contribution of \$86,975.

8.4: Collaborative Applicant Responsibilities

Purpose: To receive information and discuss the roles and responsibilities of a Collaborative Applicant for the HUD NOFA Application process.

Recommendation from staff: Receive a presentation of HUD definition of Collaborative Applicant.

Discussion: Staff will present a power point of the HUD stated roles and responsibilities of a Collaborative Applicant. Board members may discuss their understanding of CAP Solano, JPA as the Collaborative Applicant.

Power Point will be available at the meeting.

Financial Impact: May include HUD funded Planning Grant of approximately \$14,737.00

Item 9: NEW BUSINESS**DISCUSSION****9.1: Draft Budgets for CAP Solano, JPA and Draft Budgets for CAP Solano, Inc. – Extending Budgets for New Fiscal Year**

Purpose: To receive several draft budgets for CAP Solano, JPA and CAP Solano, INC to cover the period of July – December 2014. Current budget is for fiscal year July –June. New fiscal year extends the budget through to December 2014. And to cover future January 1, 2015 – December 31, 2015.

Recommendation from staff: Receive information from the JPA Treasurer on draft budgets to consider for January – December 2014 and 2015 for both CAP Solano, JPA and CAP Solano, Inc. .

Discussion: Draft budgets will be presented as options for discussion.

Budgets will be sent under separate email.

Financial Impact: Budget amounts for 2014 will be voted on at the July 2014 board meetings.