

COMMUNITY ACTION PARTNERSHIP OF SOLANO JOINT POWERS AUTHORITY (JPA)

SPECIAL BOARD MEETING | APRIL 14, 2015

Fairfield Community Center 1000 Kentucky St, Fairfield, CA 94533 | 2:00 PM - 4:00PM
Vista Conference Room

SPECIAL MEETING MINUTES

1. Call to Order at 2:04 p.m.
2. Role Call – Members are: Benicia, Fairfield, Vacaville, Vallejo, Rio Vista, Suisun, and Solano County
 - a. City of Fairfield
 - i. Dawn La Bar, Chair
 - ii. Nicole Holloway, Alternate
 - b. City of Vacaville
 - i. Emily Cantu, Vice Chair
 - c. Rio Vista
 - i. Isaac George
 - d. City of Vallejo
 - i. Guy Ricca
 - e. Suisun
 - i. Kathy (Kat) Lawton
 - f. Nonprofit/Other Attendees
 - i. Kari Rader
 - ii. Sophia Lai, Staff, HomeBase
 - iii. Carolyn Wylie, Staff, HomeBase
3. Public Comments – None
4. Reviewed the Funding Opportunity of the State Department of Community Services and Development (CSD) for the Community Services Block Grant (CSBG) Discretionary Funding for Targeted Initiatives released on March 27, 2015, which is due April 21, 2015 in Sacramento.
 - a. Reviewed general parameters of grant.
 - b. A letter of intent was submitted on April 3, 2015 to allow the JPA the opportunity to pursue this grant.
 - c. Due to the short time frame and the way the grant is written, requiring a cohesive program design, the Board decided last week that the only feasible way to pursue this opportunity was to invite one partner agency to apply with the JPA through a Request for Proposal (RFP) process.
 - i. Issued an RFP for community programs to apply with a program design focused on homelessness and it had to be well developed.

- d. Board member Emily Cantu pointed out that last year the JPA applied for a Discretionary grant for \$75,000 and was awarded approximately \$57,000.
5. Reviewed RFP scoring criteria and tool, which matches the State's criteria.
6. Board members decided to individually review the applications and score them and then to average the scores and discuss them once they had a ranked list.
7. Board members ranked their applications.
8. Board members reviewed the ranked list and, based on its top ranking position, the strength of the application, and its alignment with the Tripartite Advisory Board recommendations/priorities, the Board agreed to award the grant to CAN-B's Housing Express Plus project application.
9. Vice Chair Emily Cantu moved that the JPA apply for the CSBG Discretionary Funding for Targeted Initiatives with CAN-B approved as the partner agency. Kat Lawton seconded the motion. None opposed. The motion carried.
10. Adjournment: Chair Dawn La Bar moved that the meeting be adjourned. Kat Lawton seconded. None opposed. Meeting adjourned at 3:59 pm.

For more information, please contact Solano@homebaseccc.org.