

CAP SOLANO JPA TRIPARTITE ADVISORY BOARD

Monday, June 12, 2023 | 2:00 – 4:00 P . M.

MEETING MINUTES

1. Call to Order

Supervisor Williams called the meeting to order at 2:07 pm.

2. Roll Call

Members in Attendance

John Eckstrom

Ryan Loofbourrow

DeAndre Richard

Elizabeth Muniz-Palomera

JR Matulac

Laura Escobar

Lisa Martin

Mary Decker

Tom Bartee

Supervisor Wanda Williams

3. Additions or Deletions from the Agenda

There were no additions or deletions from the Agenda.

4. Approval of the Agenda – ACTION

Tom Bartee made a motion to approve the Agenda. Laura Escobar seconded the motion. There were no abstentions or objections. The motion carried.

5. Special Agenda Items

5.1 Proposed Date Change for July Meeting

Supervisor Williams proposed a date change for the July meeting due to her attendance at a conference out of state. The Board agreed to keep the meeting as scheduled and to have John Eckstrom lead the meeting as the Vice Chair.

John Eckstrom made a motion to keep the date of July 24, 2023. Ryan Loofbourrow seconded the motion. There were no abstentions or objections. The motion carried.

5.2 CSBG Discretionary Funding Expenditure

Megan Richards discussed an amendment to the 2023 Community Services Block Grant budget due to an increase of \$3,727 in Annual Grant funding and \$26,000 in Discretionary Grant funds. It was recommended that the funds be used to support infrastructure in accordance with the previously approved budget. The Board discussed the need to increase infrastructure as well as show that the funds would work in conjunction with the Community Needs Assessment and Action Plan.

Mary Decker made a motion to approve the amendment to the 2023 CSBG budget to support infrastructure. DeAndre Richard seconded the motion. There were no abstentions or objections. The motion carried.

5.3 2024-2025 CSBG Community Needs Assessment and Action Plan Outcomes

Devra Edelman presented the outcomes from the Community Needs Assessment and Action Plan as found in the [public folder](#) for a recommendation from the Tripartite Advisory Board to go back to the CAP Solano JPA Board for final approval. After the Board went into different groups for in-depth conversation and reconvened to share their conclusions, the final recommendations from the TAB were as follows:

Agency Priorities	Description of programs, services, and activities for 2022 – 2023	Description of programs, services, and activities for 2024 - 2025
1.	Housing Support to Attain and Maintain Housing	Rental subsidies, flexible housing subsidies, deposit assistance, utilities assistance, etc. to support housing for all, including transition-age youth and older adults. Case management staff focused on housing matching and retention.
2.	Low or No-Barrier Emergency Shelter/Navigation Centers with Coordinated Services	Emergency shelter/Navigation Centers in every city in the County that serve as coordinated hubs to provide wrap-around services and connect with the Coordinated Entry System and housing assistance for all, including transition-age youth and older adults.
3.a.	Supportive Services attached to Providing Shelter and Housing	Case management and services to support housing, including childcare assistance, transportation assistance, access to healthy food, and access to behavioral and physical healthcare. Training for staff to provide trauma-informed and strengths-based services. Bilingual services (esp. Spanish). Peer mentors/trainers.
3.b.	Employment Assistance and Life Skills	Job and skill training. Financial literacy, life and tenancy skills training. Interviewing skills, job search, resume writing, counseling/coaching, transportation services, childcare or after-school program subsidies, outreach. Peer mentors/trainers.
4.	Housing Search and Navigation Assistance	Staff with housing/real estate experience to provide countywide housing location, landlord engagement, and fair housing education. Staff and Peer Navigators to provide housing search and navigation support. Landlord incentive and risk mitigation funds. Activities aimed at creating or opening up housing options.

Elizabeth Muniz-Palomera made a motion to approve the above priorities and descriptions to be taken to the JPA Board for final input and approval. John Eckstrom seconded the motion. There were no abstentions. Ryan Loofbourrow and JR Matulac objected. DeAndre Richard had to leave the meeting early and joined back in via Zoom; his vote could not be counted. The motion was carried by a vote of seven to two.

6. Adjourn

The meeting was adjourned at 4:20 pm.