

CAP SOLANO, JPA

COMMUNITY ACTION PARTNERSHIP OF SOLANO JPA

"Strengthening Agencies Working To End Poverty and Homelessness"

REGULAR MEETING

Monday, May 12, 2014 1:00 pm

NEW LOCATION: Workforce Investment Board
320 Campus Lane, Fairfield, CA 94534

A G E N D A

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.

- 1. Call to Order**
- 2. Roll Call – Quorum consists of representatives from 4 member entities.**
Members are: Fairfield, Vallejo, Benicia, Suisun, Dixon, Vacaville and Solano County
- 3. Presentations – None**
- 4. Public Comments – 2 Minutes**
This is your opportunity to address the members on matters not listed on the Agenda, but it must be within the subject matter jurisdiction of CAP Solano. Please limit your comments to two minutes so that CAP Solano may complete its agenda in a timely fashion.
- 5. Additions to or Deletions from the Agenda** **ACTION**
- 6. Approval of the Agenda** **ACTION**
- 7. CONSENT CALENDAR -** **ACTION**
7.1 Approve JPA Minutes of Regular Meeting November 18, 2013 and Minutes of Special Meeting January 27, 2014, Minutes of Special Meeting February 3, 2014
- 8. OLD BUSINESS - None**
- 9. NEW BUSINESS:**
 - 9.1 Sheltered-Only Point In Time Count** **DISCUSSION**
 - 9.2 HomeBase Report on the Continuum of Care Status** **DISCUSSION**
 - 9.3 Renewal of Memorandum of Understanding with Solano County** **DISCUSSION**
- 10. COMMENTS FROM BOARD MEMBERS** **COMMENTS**
- 11. STAFF REPORT**
- 12. ADJOURNMENT**

CAP SOLANO, JPA

Item 7: CONSENT CALENDAR**ACTION****7.1: Approve Minutes of JPA Regular Meeting November 18, 2013, Special Meeting January 27, 2014, and Special Meeting February 3, 2014**

Purpose: To approve the Minutes of the JPA Meetings November 18, 2013, January 27, 2014, and February 3, 2014

Recommendation from staff: Approve the Minutes of the JPA Meetings November 18, 2013, January 27, 2014, and February 3, 2014

Discussion: The action of approving the Minutes is a requirement of the JPA Bylaws and funding sources.

This is a routine action item handled after each regular meeting of CAP Solano, JPA.

This action will maintain compliance with federal, state and local requirements.

Financial Impact: None.

CAP SOLANO, JPA

COMMUNITY ACTION PARTNERSHIP OF SOLANO, JPA

1545 North Texas Street, Suite 201, Fairfield, CA 94533

MINUTES OF November 18, 2013 CAP Solano JPA

1. **Call to Order:** Meeting was called to order by Kat Lawton, Chairperson of CAP Solano JPA at 1:26 pm
2. **Roll Call:** A quorum was reported by staff – three of the five members attending
3. **Presentations:** None
4. **Public Comment:** None
5. **Additions/Deletions to the Agenda:** None
6. **Approval of the Agenda:** On a motion and second (Hall/Sullens) and hearing no further discussion the motion carried unanimously to approve the Agenda.
7. **Consent Calendar:** On a motion and second (Hall/Sullens) and hearing no further discussion the motion carried unanimously to approve the Consent Calendar consisting of:

Approve JPA Minutes of Regular Meeting December 10, 2012
Approve JPA Minutes of Special Meeting January 16, 2013

8. **Old Business:** Received an update on the CAP Solano, JPA Reimbursement Plan to repay Solano County the negative cash balance. At this time CAP Solano, JPA is waiting for approval of the Resolution submitted January 2013. Also awaiting communication from the Auditor's Office as to release of funding from the Board of Supervisors for fiscal 2013-2014

Reviewed JPA Goals: On a motion and second (Hall/Sullens) and hearing no further discussion the motion carried unanimously to approve the JPA Goals for 2014

9. **New Business:** None
10. **Comments from Board Members:** None
11. **Staff Report:** Same as CAP Solano nonprofit report presented earlier.
12. **Adjourned:** Meeting was adjourned at 1:39 pm

COMMUNITY ACTION PARTNERSHIP OF SOLANO, JPA

CAP SOLANO, JPA

1545 North Texas Street, Suite 201, Fairfield, CA 94533

MINUTES OF January 27, 2014 **SPECIAL MEETING CAP Solano JPA**

1. **Call to Order:** Meeting was called to order by Kat Lawton, Chairperson of CAP Solano JPA at 8:42 am
2. **Roll Call:** A quorum was reported by staff – four of the five members attending Kat Lawton, Dawn LaBar, Guy Ricca, Robert Sullens
3. **Presentations:** None
4. **Public Comment:** None
5. **Additions/Deletions to the Agenda:** None
6. **Approval of the Agenda:** On a motion and second (LaBar/Sullens) and hearing no further discussion the motion carried unanimously to approve the Agenda.
7. **New Business: Approve Revised HUD CoC Review/Rank Committee Results and Application Exhibit 1** On a motion and second (Ricca/Sullens) and hearing no further discussion the motion carried unanimously to approve the revised and final Application and Project Priority Listing for the HUD CoC Funding
8. **Comments from Board Members:** None
9. **Adjourned: 9:00 am**

CAP SOLANO, JPA

COMMUNITY ACTION PARTNERSHIP OF SOLANO, JPA

1545 North Texas Street, Suite 201, Fairfield, CA 94533

MINUTES OF February 3, 2014 **SPECIAL MEETING** CAP Solano JPA

1. **Call to Order:** Meeting was called to order by Kat Lawton, Chairperson of CAP Solano JPA at 8:50 am
2. **Roll Call:** A quorum was reported by staff – three of the five members attending
3. **Presentations:** None
4. **Public Comment:** None
5. **Additions/Deletions to the Agenda:** None
6. **Approval of the Agenda:** On a motion and second (Hall/Sullens) and hearing no further discussion the motion carried unanimously to approve the Agenda.
7. **New Business: Approve Revised HUD CoC Review/Rank Committee Results and Application Exhibit 1** On a motion and second (Sullens/Hall) and hearing no further discussion the motion carried unanimously to approve the revised and final Application and Project Priority Listing for the HUD CoC Funding
8. **Comments from Board Members:** None
9. **Adjourned:** 8:51 am

CAP SOLANO, JPA

Item 9: NEW BUSINESS	DISCUSSION
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9.1: Sheltered-Only Point In Time Count

Purpose: Receive information on the results of the Sheltered-Only Point in Time Count.

Recommendation from staff: Receive information on the results of the Sheltered-Only Point In Time Count of homeless persons in Solano County

Discussion: Every year HUD requires a Point In Time Count for Sheltered-Only homeless persons. HUD chose the last week in January nationwide for this count. Keeping in mind this is only a single snapshot of one point in the year.

The Sheltered-Only count is performed each year. The Unsheltered Count is performed every-other year. The next Unsheltered Count will be January 2015.

Documents will be submitted under separate cover.

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Financial Impact: None at this time.

CAP SOLANO, JPA

Item 9: NEW BUSINESS

DISCUSSION

9.2: HomeBase Report of Continuum of Care

Purpose: HomeBase was contracted by Solano County Health and Social Services to conduct an evaluation of the current status of Housing First Solano – the Continuum of Care – and to make recommendations to strengthen the collaborative.

Recommendation from staff: Review and discuss the HomeBase Report

Discussion:

Review and discuss the HomeBase Report.

The report was presented to the Housing First Solano general membership. The report was submitted to the Housing First Solano Board for further discussion and action.

Financial Impact: None at this time.

CAP SOLANO, JPA

Item 9: NEW BUSINESS

DISCUSSION

9.3: Renewal of Memorandum of Understanding with Solano County

Purpose: Discuss options for the renewal of the MOU between CAP Solano, JPA and Solano County

Recommendation from staff: Discuss options for the renewal of the MOU between CAP Solano, JPA and Solano County

Discussion: The current MOU is expiring June 30, 2014. A new MOU is being discussed for future service delivery for receipt of the County funding in the amount of \$86,975.00.

Financial Impact: \$86,975