

# CAP SOLANO, JPA

COMMUNITY ACTION PARTNERSHIP OF SOLANO, JPA

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

## MINUTES OF June 16, 2014 **SPECIAL MEETING** CAP Solano JPA

1. **Call to Order:** Meeting was called to order by Kat Lawton, Chairperson of CAP Solano JPA at 9:15 am
2. **Roll Call:** A quorum was reported by staff.

**Members Present:** Kat Lawton; Dawn LaBar; Matt Hart;; Guy Ricca; alternate Ron Grassi; Moira Sullivan arrived later

**Members Absent:** None

**Staff Present:** PJ Davis; Kari Rader

3. **Public Comment:** None
4. **Additions/Deletions to the Agenda:** None
5. **Approval of the Agenda:** On a motion and second (LaBar/Grassi) and hearing no further discussion the motion carried unanimously to approve the Agenda.
6. **Consent Calendar:** None
7. **Old Business:**

**7.1 Request State of California Re-Designate CAP Solano, JPA to be the Community Action Agency for Solano County:** Community Action Agencies have the power to designate an eligible entity. CAP Solano, JPA designated through the MOU drafted by the State of California, the power to CAP Solano, Inc. (nonprofit) to be the eligible entity for Solano County in December 2012. There was general discussion regarding moving the designation of the Community Action Agency eligible entity for Solano County away from CAP Solano, Inc. (the nonprofit) and back to the CAP Solano, JPA. Ron Grassi mentioned the Memorandum of Understanding between the State of California, Office of Community Services and Development – CAP Solano, JPA – and CAP Solano, Inc. was not illegal, but that the County did not like it. On a motion and second (LaBar/Ricca) – discussion continued with Matt Hart asking what will be the process and how will the CAP Solano, JPA board comply with the requirement of the Tripartite Board regulation? Kat Lawton also questioned the process and next steps. Matt Hart and Kat Lawton stated they did not like voting without all the information on process and what next steps would include. Hearing no further discussion the motion carried 3 in favor and 2 against. Staff was directed to send all information from the State to the board members regarding next steps.

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**7.2 Memorandum of Understanding between Solano County and CAP Solano, JPA:** Ron Grassi stated there would be no further discussion of renewing the MOU until all outstanding issues were resolved – including the negative cash balance. Ron Grassi mentioned an outstanding amount of \$102,778.00 was on the calendar for the Board of Supervisors to waive the amount owed by Youth & Family Services; Caminar, Inc.; and Vacaville Social Services. That brings the negative cash balance owed by CAP Solano, JPA to \$220,560.00. This amount is in dispute at this time. Matt Hart requested CAP Solano, JPA send our Independent Auditor to the County Auditor Controller's Office and perform a full investigation of proposed amounts due and when they became due. With the information from this investigation, CAP Solano, JPA will be able to make better informed decisions moving forward. Dawn LaBar and Kat Lawton agreed we need to confirm or deny the amounts in question.

Discussion continued regarding how to address the requirement by the State of California CSD for the Tripartite Board. If the JPA is the designated CAA then that board could either become the Tripartite Board (increase numbers and positions to comply) or use another board as their Tripartite Advisory Board. If the JPA becomes the Tripartite Board they would comply with all regulations including have equal numbers of 1/3 elected-appointed; 1/3 low-income; and 1/3 business professional. If the JPA decided to use an Advisory Board, the CAP Solano, Inc. board has been working as the Tripartite Board since 2009. This would be a good option to consider.

**7.3 Consider Offering to the Continuum of Care that CAP Solano, JPA become the Housing First Solano Board:** Discussion included the fact that the JPA cannot assume a merger would take place. A presentation to the full Housing First Solano General Membership was appropriate at this time. Ron Grassi will present at the next HFS General Membership meeting. There was consensus from the board members to move forward with considering enlarging the CAP Solano, JPA board to include members of the Housing First Solano board to form a larger more encompassing board. Some of the members of the JPA board may serve dual purpose for the Housing First Solano Board as long as all aspects of the membership are addressed.

**7.4 Request Meeting with Board of Supervisors and Others Regarding the Negative Cash Balance:** This item was postponed pending the results of the Independent Auditor's investigation. However there was brief discussion regarding Ron Grassi having authority to forgive \$102,178 owed by Youth & Family Services; Caminar, Inc. and Vacaville Social Services Corps. Matt Hart mentioned as a point of record that CAP Solano, JPA was not well served – that this matter was not handled in a timely manner. Ron Grassi responded that his point was taken.

**7.5 CAP Solano, JPA as Collaborative Applicant:** This item will be discussed at the next CAP Solano, JPA board meeting. However, there was brief discussion that perhaps the Collaborative Applicant may be extended for a period of 5 years.

**8. New Business:** None

**9. Comments from Board Members:** Matt Hart thanked Moira Sullivan and Ron Grassi for their input. Ron Grassi apologized if he seemed aggressive at times. Kat Lawton mentioned some members have felt they were being held hostage at previous

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meetings and hoped future meetings would deal more with finding resolutions and not so much blaming.

**10.Adjourned:** 11:30 am