

**SECOND QUARTERLY MEETING**

**APRIL 25, 2016**

**2:00 – 4:00 PM**

**FAIRFIELD COMMUNITY CENTER**

**1000 KENTUCKY STREET, FAIRFIELD, CA 94533**

**VISTA CONFERENCE ROOM**

If you wish to address any item listed on the Agenda, we encourage you to participate in the **Public Comment Period that will be held at the end of each agenda item for public comments and questions**. CAP Solano JPA fosters accessibility for persons with disabilities. Meetings are held in accessible facilities; however, if you require additional assistance in order to participate, please contact HomeBase at least 48 hours in advance of the meeting at 415-788-7961 or at [Solano@homebaseccc.org](mailto:Solano@homebaseccc.org) with your specific needs.

- 1. Call to Order**
- 2. Roll Call – A quorum currently consists of six representatives.**
- 3. Presentations – Community Service Block Grant Recipient Presentation(s)**
- 4. General Public Comments – 2 Minutes per person**
  - 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 the Tripartite Advisory Board. Please limit your comments to two minutes.
- 5. Additions or Deletions from the Agenda – ACTION**
- 6. Approval of the Agenda – ACTION**
- 7. CONSENT CALENDAR – ACTION**
  - a. Approve Tripartite Advisory Board Minutes from January 25, 2015**
- 8. OLD BUSINESS**
  - a. Status of Councilmember Pam Bertani on the Tripartite Advisory Board (TAB) - Update**
    - i. Removal from the TAB was approved at the January 25 meeting**
    - ii. Councilmember Bertani had the right, per the bylaws, to appear at this meeting and contest her removal again**
    - iii. Instead, Councilmember Bertani has submitted her resignation**
  - b. Collect any remaining signed Conflict of Interest forms**
- 9. NEW BUSINESS**

- a. **2016 Community Services Block Grant (CSBG) Funding – Update**
- b. **CAP Solano JPA Annual Report – Presentation and Action**
- c. **Community Service Block Grant Organizational Standards - Discussion**
  - i. **Present Organizational Standards Overview and Action Items Chart, including local whistleblower policies, local government audit availability information, and strategic plan representation**
  - ii. **Fiscal Agent present 2015 CSBG outcomes, demographic data, and other key information**
  - iii. **Fiscal Agent and/or JPA Chair present recommendations for any necessary operational or strategic program adjustments**
- d. **Collect any remaining signed Form 700s for the records**

#### **10. Next Steps for Tripartite Advisory Board**

- a. **Plan next grant writing workshop**
- b. **Next Meeting Date – July 25, 2016 from 2-4pm**

#### **11. Adjourn Meeting**