

COMMUNITY ACTION PARTNERSHIP OF SOLANO JOINT POWERS AUTHORITY (JPA)

BOARD MEETING MINUTES | MAY 28, 2015
1000 Kentucky Street, Fairfield | 10:00AM-12:30PM

JPA BOARD MEETING MINUTES

- 1. Call to Order at 10:06 a.m. by Chair Dawn La Bar**
- 2. Roll Call** – Members are: The Cities of Benicia, Fairfield, Rio Vista, Suisun, Vacaville, Vallejo, and Solano County. In attendance:
 - a. City of Benicia
 - i. Matt Hart
 - b. City of Fairfield
 - i. Dawn La Bar, Chair
 - c. City of Rio Vista
 - i. Isaac George
 - d. City of Vacaville
 - i. Emily Cantu, Vice Chair
 - e. City of Vallejo
 - i. Anne Putney, Secretary
 - f. Solano County
 - i. Ronald Grassi
 - g. Nonprofit/Other Attendees
 - i. Keetra Welling, CAN-B
 - ii. Greg Schwei, Veterans Unlimited Services of Solano County
 - iii. Carolyn Wylie and Sophia Lai, HomeBase
- 3. Presentations – None**
- 4. Public Comments**
 - a. Greg Schwei appreciates correction of name spelling. Requests more information on the list of concerns that Isaac George had about the Bowman contract at an earlier meeting of the JPA. Chair Dawn La Bar has a copy and will send it to him.
- 5. Additions or Deletions from the Agenda – None**
- 6. Approval of the Agenda**
 - a. Motion to approve the agenda made by Vice Chair Emily Cantu and seconded by Ron Grassi. None opposed, no abstentions, motion carried.
- 7. Consent Calendar**
 - a. Approve JPA Minutes of Regular Meeting from April 23, 2015.
 - b. Approve JPA Minutes of Special Meeting from May 20, 2015.

- c. Motion to approve the consent calendar made by Vice Chair Emily Cantu, Ron Grassi seconded. None opposed, Secretary Anne Putney abstained because she was not in attendance at that meeting, and the motion carried.

8. Old Business

- a. COMMUNITY SERVICES BLOCK GRANT (CSBG) EMERGENCY FUNDS
 - i. Staff reported that at a Special Meeting on May 20, JPA Board members met to review and discuss the Emergency Funds applications, which must be expended by June 30, 2015, to help provide permanent housing.
 - ii. The awardees of the grant were Caminar Solano (\$10,900), Community Action North Bay (\$25,480), Mission Solano Rescue Mission (\$10,000), and Salvation Army of Solano (\$25,000), for a total of \$71,380.
- b. 2016-2017 COMMUNITY NEEDS ASSESSMENT AND COMMUNITY ACTION PLAN PROPOSAL
 - i. JPA staff presented the Needs Assessment and Community Action Plan proposal via a powerpoint presentation
 - 1. Isaac George proposed to revise the presentation to remove references to mental health / substance abuse as a “cause of poverty”
 - ii. The Board discussed how to prioritize the funding and choose the top community needs for the plan. Ideas and comments included:
 - 1. That it is valuable to prioritize community needs
 - 2. A suggestion to prioritize them as low, medium, high
 - 3. To reflect priorities by setting higher priority goals for 2016 and lower priority goals for 2017
 - 4. That the Board should shape and choose priorities using what other resources are available to provide for community needs; i.e. focus on what might otherwise go unfunded
 - 5. That priorities can also be reflected by setting a percentage of funding for specific community needs
 - iii. Public Comment
 - 1. Greg Schwei stated the reason shelters provide less healthy food is that this is what they receive in donations; for this reason, more funding should be directed toward healthy foods
 - 2. Keetra Welling stated that certain issues such as transportation and food are much broader than what CSBG can address. She suggested that the JPA advocate for more or help coordinate resources in these areas rather than fund them (i.e. advocate with Food Bank to direct more toward Solano County). She noted that funding in these areas would only make a small dent. She stated CSBG should fund housing instead because that can go more directly to consumers.
 - iv. Additional Board discussion on how to prioritize funding on top community needs

1. Ron Grassi agreed that since so much funding goes directly to the food bank, CSBG funding should help coordinate rather than fund these services. Also, areas such as transportation and mental health are beyond what CSBG can effectively address.
- v. Motion by Vice Chair Emily Cantu to approve the draft needs assessment and community action plan, with revisions as follows:
 1. Adjust the priority needs as follows:
 - a. High priority: Rental assistance, housing search, employment search, job training
 - b. Low: life skills/services – incorporate into higher
 - c. Not a priority: Transportation, mental health, childcare, nutritious food, financial literacy
 2. Authorize staff to consolidate services from priorities that are being removed into remaining priorities
 3. Authorize staff to create a new high priority: supportive services for housing
- vi. Isaac George seconds the motion.
- vii. Discussion of the motion
 1. Matt Hart noted that additional comprehensive services should be allowed, even if not prioritized, because JPA should not discourage providers from these areas
 2. Staff noted that it shall be made clear in future RFPs that other services can be funded
 3. Dawn La Bar noted that at a future meeting, JPA should discuss how to shape RFPs to reflect their vision of what they should be funding for Solano County
 4. Ron Grassi noted at the presentation, it should be made clear that these areas that are being deprioritized for CSBG funding are still priority needs and services, but they just are not the highest priorities for CSBG. Instead, the JPA will coordinate with other providers to ensure these needs and services are addressed.
- viii. Vote: All in favor, none opposed, no abstentions, motion passed.
- c. COMMUNITY SERVICES BLOCK GRANT ANNUAL ALLOCATION REVIEW
 - i. Board members reviewed and scored each of the 13 applications submitted. Staff helped calculate the average score and rank the applications based on results. Board members discussed next steps in process.
 - ii. Board members noted that in the future, the JPA should ensure that grant evaluation is not unfairly weighted toward those projects based on strength of grant writers (versus strength of programming). Chair Dawn La Bar noted that strength of grant writing is not about writing mechanics, but the agency’s substantive response to questions asked.
 - iii. The JPA suggested providing technical assistance and/or a workshop to help prepare for applications for future RFPs.

- iv. Motion by Matt Hart to send to the Tripartite Advisory Board all applications with scores above 75, along with the full list of applicants, and to request that the TAB provide recommendations on which applications to fund and in what amount.
- v. Motion seconded by Secretary Ann Putney; all in favor, none opposed, none abstained.
- d. NEGATIVE CASH BALANCE UPDATE
 - i. This item was tabled to next month.

9. NEW BUSINESS – None

10. STAFF REPORT – Carolyn Wylie

- a. UPCOMING FUNDING OPPORTUNITIES
 - i. See document attached.
- b. HMIS UPDATE
 - i. This item was tabled to next month.

11. COMMENTS FROM BOARD MEMBERS – None

12. ADJOURNMENT

- a. Ron Grassi moved to adjourn, and Vice Chair Emily Cantu seconded. All in favor, no oppositions, no abstentions. Meeting adjourned at 12:33.

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