

COUNTY OF SHASTA COMMUNITY ACTION BOARD (CAB)



CAB Board Meeting Agenda
April 17, 2024
1:30 pm to 3:00 pm
1450 Court Street, Suite 352
Redding, CA 96001

To Address the Board: Members of the public may address the Board on any agenda item. Pursuant to the Brown Act (Govt. Code section 54950, et seq.) Board action or discussion cannot be taken on non-agenda matters but the Board may briefly respond to statements or questions. Persons wishing to address the Board on agenda items or during public comment may sign up by emailing Lisa Towns at lrtowns@co.shasta.ca.us. The Board can receive comments in person or via email. Emailed comments will be read into the record.

1. Call to Order/Quorum Established/Introductions

Mission Statement: Shasta County Community Action Agency provides leadership, advocacy, and services to mitigate poverty by empowering economically disadvantaged persons to achieve self-sufficiency.

2. Approval of Meeting Minutes

- I. Board members will review and approve minutes from the February 21, 2024, CAB Meeting.
(Attachment A)

3. Public Comments

This time is set aside for citizens to address the Tripartite Board on any item of interest to the public that is within the subject matter jurisdiction of the Tripartite Board. No action may be taken on any item not appearing on the agenda unless the action is otherwise authorized by Government Code Section 54954.2(b) (typically, this applies to items meeting criteria as an off-agenda emergency). The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of a speaker's identity is purely voluntary during the public comment period.

4. Presentation

Burney Commons Development - Daniel Knott, Executive Officer for K2 Development Companies

Community Action Board

2600 Park Marina Drive
Redding, CA 96001
Phone (530) 225-5160
Fax (530) 527-4365

Chairperson
Jessaca Lugo

Vice-Chairperson
Shah'ada Shaban

Members
Tim Garman
Mark Mezzano
Stan Neutze
Susan Wilson
Janice Powell
Joshua Johnson
Katie Swartz
Bill Jostock
Kristen Schreder
Hope Seth

Alternates
Mary Rickert
Marlyn Winsen

Executive Director
Laura Burch

Deputy Director
Emily Kerr

**Housing & CAA
Program Manager**
Melissa Nave

Staff Services Analyst

5. CSD Requirements/CSBG Administration

I. Action Items

- a. Review and approve final updated CAB Bylaws. (Attachment B)
- b. Select and approve Nominating Committee. Committee consisting of three voting members.

II. Discussion Items

- a. CSBG Annual Report. (Attachment C)
- b. Deputy Director's Report update provided by Deputy Director Emily Kerr. (Attachment D)
- c. Programmatic Dashboard Report update provided by Program Manager Melissa Nave. (Attachment E)
- d. Customer Satisfaction Survey Update
Standard 1.3: Consumer Input Involvement
The department has a systematic approach for collecting, analyzing and reporting customer satisfaction data to the tripartite board/advisory body which may be met through broader local government processes. (Attachment F)

6. Board Member Jurisdiction/Sector Update

- I. Low-Income/Public/Private Sector

7. Next Board Meeting Confirmation

- I. June 19, 2024, 1:30 pm to 3:00 pm.

8. Adjournment

<https://www.co.shasta.ca.us/index/housing-community/community-action-board-meetings>

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. You may contact the Shasta County Housing and Community Action Agency at 530-225-5160 for disability-related modifications or accommodations, including auxiliary aids or services, in order to participate in the public meeting. To the extent reasonably possible, requests for accommodation or assistance should be submitted at least 24 hours in advance of the meeting so that arrangements may be made.

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