

COUNTY OF SHASTA COMMUNITY ACTION BOARD (CAB)



CAB AGENDA

Wednesday, February 17, 2021 via teleconference
1:30 – 3:00 pm

Please join my meeting from your computer, tablet or smartphone.

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Community Action Board
1450 Court Street, Ste. 108
Redding, CA 96001
Telephone (530) 225-5160
Fax (530) 527-4365

Chairperson
Jessaca Lugo

Vice-Chairperson
Bobbi Sawtelle

Members
Joe Chimenti
Kristen Schreder
Steve Morgan
Larry Farr
Missy McArthur
Stan Neutze
Dan Waldrop
Susan Wilson
Patrick Moriarty
Carrie Noah

Shah'ada Shaban Anderson
Jacob Krumenacker*

CAA
Director
Jaclyn Disney

CAA
Program Manager
Caedy Minoletti

Housing
Program Manager
Hollie Zander

Housing & Community
Programs Specialist
Wendy Taylor

*Denotes Alternates

1. **Call to Order and Roll Call (Establishment of a quorum)- Bobbi Sawtelle**
2. **Public Comment Period:** *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.*
3. **Action Items – Bobbi Sawtelle**
 - a. Appoint Chairperson and Vice Chairperson
 - b. Approval of January 15, 2020 Minutes – Attachment A
4. **Administration Business – Bobbi Sawtelle**
 - a. Announcements/Information
 - b. Board Vacancy/Membership
 - i. Appoint New Members
 - ii. Board Terms -Attachment B
5. **CSD Requirements/CSBG Administration -Jaclyn/Caedy**
 - a. Eviction Prevention Response Program -Attachment C
 - i. CSBG CARES Act Funding (CSBG-CV) Update
 - ii. CSBG CARES Discretionary Funding Update
 - b. CSBG DR
 - i. Workplan updates
 - d. Community Needs Assessment -Caedy
6. **Board Member Jurisdiction/Sector Updates – Bobbi Sawtelle**
 - a. Low-Income/Public/Private Sector
7. **Confirmation of Next Board Meeting – Bobbi Sawtelle**
 - a. Next Meeting Date: April 21, 2021
8. **Adjournment – Bobbi Sawtelle**

ASSISTANCE FOR THE DISABLED:

Agendas and records are available in alternative formats upon requests. Contact the Community Action Board staff at (530) 225-5160 with questions or to request a disability-related accommodation. 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.



Community Action Board Teleconference Special Meeting Minutes

Friday, January 15, 2021
9:00am – 10:30am via Teleconference

Board Members Present:

Jessaca Lugo, Joe Chimenti, Kristen Shreder, Larry Farr, Missy McArthur, Stan Neutze, Patrick Moriarty, Carrie Noah and Shah'ada Shaban Anderson

Board Members Absent:

Bobbi Sawtelle, Dan Waldrup, Susan Wilson and Jacob Krumenacker

Additional Attendees: Lucy Hernandez, Jaclyn Disney, Hollie Zander, and Medea Henderson.

1. **Call to Order and Roll Call:** (Establishment of a quorum)
The Community Action Board meeting was called to order at 9:02am by Jessaca Lugo. Quorum was established.
2. **Public Comments:** (limited to 3 mins. per comment)
No Public Comments were received.
3. **Action Items:**
 - a. **Approval of December 16, 2020 Minutes**
Patrick Moriarty made a motion to approve the December 16, 2020 minutes, seconded by Stan Neutze. Roll call vote was taken, Joe Chimenti, Missy McArthur and Carrie Noah abstained. All other member approved, none opposed.
 - b. **Member Comments and Strategic Plan**
Jaclyn Disney announced that the changes before the board for consideration were based off of requests and suggestions received by the members. The members provided feedback and discussed the proposed changes. The member of the board received a draft copy of the CAA Draft Strategic Plan with the following changes outlined:
 - o Cover photo of the Strategic Plan should be representative of Shasta County. A new recommended picture is presented.
 - o A reference to the Board of Directors in the Strategic Plan should be changed to reflect Advisory Board.
 - o The photograph that is in the Strategic Plan that represents the homeless community in Shasta Co is not appropriate. A new recommended picture is presented.
 - o Racial disparity was incomplete and did not address or mitigate the issue in terms of housing.
 - o The goals of and strategic plan objectives were not measurable.
 - o Update with shortened URL: <https://www.co.shasta.ca.us/caa>
 - o Need to see more specifically in terms of outcomes.
 - o Need to see specific results which measure how many people have been served.
 - o New CAA Logo needs to be added. CAA logo will be added.

c. Review and Approve of Strategic Plan

Missy McArthur made a motion to approve the draft strategic plan as presented with emphasis on the concerns and possible changes moving forward with an in-person planning meeting in a few months to go over the specifics and how to implement actual measure, seconded by Joe Chimenti. Roll call vote was taken, all approved, none opposed.

4. CSD Requirements/ CSBG Administration:

a. CSBG Cares Act and CSBG Cares Act Discretionary Funding.
(20F-3683) Eviction Prevention and Response Program Development.
Presentation was given by Jaclyn Disney proposing the use of this funding and the development of this program. Kristen Schreder made a motion to approve the staff recommendation, seconded by Missy McArthur. Roll call vote was taken, all approved, none opposed.

5. Confirmation of Next Board Meeting:

a. Next Meeting Date: February 17, 2021.
b. Agenda Items for next meeting.

6. Adjournment:

Meeting adjourned at 10:26am.

Acronyms

*CAB – Community Action Board
CAA – Community Action Agency
CESH – California Emergency Solutions and Housing
HHAP – Homeless Housing Assistance and Prevention Program
CoC – Continuum of Care
CSBG – Community Development Services Block Grant
CSD – Community Services Development
CAP – Community Action Plan
NOFA – Notice of Funding Availability
HUD – Housing Urban and Development
SB2- California Senate Bill 2
AB101- California Assembly Bill 101
PIT- Point-in-Time*

Overview

The CARES Program assists eligible Shasta County residents with emergency assistance to help pay rent, mortgage payments and utilities due to the COVID-19 pandemic.

Program Eligibility

Income-qualification is based on 200% of the Federal poverty guidelines and the number of people in the household. Assistance is based on availability of funds.

2021 CSBG Income Eligibility

| Persons In Household | Annual Income |
|----------------------|---------------|
| 1 | \$25,760 |
| 2 | \$34,840 |
| 3 | \$43,920 |
| 4 | \$53,000 |
| 5 | \$62,080 |
| 6 | \$71,160 |
| 7 | \$80,240 |
| 8* | \$89,320 |

*For families/households with more than 8 persons, add \$9,080 for each additional person.

Participant Requirements:

- Reside in Shasta County
- Be 18+ years old
- Submit a form of ID (Government issued ID, Passport)
- Documentation of decreased income or increased expenses due to COVID-19
- Copy of lease, rental agreement, utility bills, etc.

Application Process:

1. Submit CARES application, income verification documents and copies of bills you are requesting assistance with.
2. Sign and submit the Declaration of COVID-19 Related Financial Distress Form.
3. Once your application has been submitted, Case Managers will review and may request additional information if needed. Once a determination has been made, you will be notified in writing of the decision. Please note that the payment(s) will be made directly to the company that is owed rent, mortgage payments or utility payments.
4. Verification of debts owed to Landlord/Owner or utility company will be required.