



## Community Action Board Special Meeting Minutes

Wednesday, April 20, 2022

1:30am – 3:00

In-person/teleconferencing

### Board Members

#### Chairperson

Jessaca Lugo  
Low-Income  
Sector

#### Vice-Chairperson

Shah'ada Shaban  
Low-Income  
Sector

#### Public Sector

Joe Chimenti  
Kristen Schreder  
Stan Neutze  
Matt Doyle  
\*Patrick Jones

#### Private Sector

Missy McArthur  
Susan Wilson  
Bill Jostock  
\*Marlyn Winsen

#### Low-Income Sector

Carrie Noah  
Patrick Moriarty  
\*Katie Swartz

*\*denotes alternates*

**Board Members Present:** Chairperson-Jessaca Lugo, Vice Chairperson-Shah'ada Shaban, Joe Chimenti, Matt Doyle, Missy McArthur, Stan Neutze, Patrick Moriarty, Carrie Noah, Bill Jostock, (alternate) Katie Swartz and Kristen Schreder came in late.

**Staff Present:** Jaclyn Disney, Hollie Zander, and Susan Thamvongkham.

**Members of the Public:** None

### 1. Meeting called to Order and Roll Call taken

The Community Action Board ("CAB") meeting was called to order by Chairperson Jessaca Lugo, at 1:34pm. Quorum was established.

The ("CAB") mission statement was read by Jessaca Lugo.

### 2. Public Comments (limited to 3 mins. per comment)

No public comments were received.

### 3. Action Items

#### a. Approve Continuing the State of Emergency Teleconferencing as Provided by AB 361

Jessaca Lugo opened the floor up to discuss moving back into in-person meetings or remain with the hybrid of both in-person and continuing teleconferencing. She asked if anyone was opposed to everyone meeting in-person. Five board members are concerned with the continued health threat COVID poses or appreciate the hybrid option as they have tight time restraints. It was decided that meetings will remain a hybrid. Non-opposed.

#### b. Review and Approve February 16, 2022, and March 28, 2022, Special Meeting Minutes.

Joe Chimenti made a motion to approve with the minutes with the correction of Kristen Schreder's name on the February 16, 2022, meeting minutes. Stan Neutze seconded the motion. Roll call vote was taken, all-approved and non-opposed.

#### c. Acknowledge and Accept Bobbie Sawtelle's Letter of Resignation.

Joe made a motion to except Bobbie Sawtelle's Letter of Resignation with regret. Patrick Moriarty seconded the motion. Roll call vote was taken; due to technical difficulties votes were not heard from Shah'ada Shaban and Carrie Noah, all others approved. Motion carried.

#### **4. Administration Business**

##### **a). Guest Speaker David Knight, Executive Director, CA Community Action Partnership Association (CalCAPA).**

David Knight shared he started in December 2020 and came with 14 years of experience in the Community Action sector. He explained for the first time the World Poverty and Community Block Grant allowed local officials the opportunity to decide how and where the funds would be spent to best serve their communities. He expressed his interest in strengthening the relationship between the Private and Public sectors. He does that in two ways by providing structure and training. David is a ROMA certified trainer. He went into detail of what CalCAPA does for Community Action Agencies which include: helping local boards to make sound policies and procedures in operation that allow the families we serve to receive the services they need, using training and technical assistance to achieve maximum feasible participation, completing a Needs Assessment which allows the Board to make informed decisions based on data and facts, branding of Community Action Statewide which teaches Staff to communicate clearly at the local level and coordinating political activity at the State Level. Currently CalCAPA is working on a Rural Tax Credit for families of low to moderate income which will offer \$500 per person and \$1000 for families. He shared there is a bill in the House that would reauthorize the use of how the Community Block Grant could be used and expressed the need to get State Representatives to encourage Federal Representatives to pass the bill.

Missy McArthur made the comment that she appreciated the fact the funds were coming to the Communities and not getting stuck in Sacramento.

Jaclyn Disney let David Knight know that they filter the emails that come in and forward information regarding upcoming trainings and legislation to the CAB.

##### **b). Customer Satisfaction Survey Highlight Standard 1.3: Consumer Input and Involvement**

Susan Thamvongkham provided a brief update to the Board on the latest numbers and outcome results.

##### **c). Community Engagement Opportunities/Announcements Standard 2.1: Community Engagement**

###### **1. Project Homeless Connect Update Provided by Katie Swartz**

Katie addressed the Board with the run down on what will be taking place at the Redding Library. There are 50 service providers signed up, there will be health, vision, dental and haircuts and much more. There will be HMIS-Coordinated Entry staff on hand.

The project is still in need of volunteers to help assess the immediate needs of our homeless residents. They will help them prioritize and connect with available resources. There will be training provided on how to interview and do the assessments. Virtual training will be on May 13th using Zoom.

She shared they are not sure exactly know how many homeless residents will show up but, they are expecting at least 500, and the most important goal is creating a relationship with these residents so, we can help with their long-term need of stabilization such as jobs, housing creating and long-term security.

Katie shared a flyer and expressed the need for volunteers.

## **5. CSD Requirements/CSBG Administration**

### **a). Director's Report**

**Standard 5.9: Board Governance**

**Standard 8.7: Financial Operations and Oversight**

Jaclyn provided a slideshow that gave an overview of the new dashboard created to show an update and the progress of the different programs the Shasta County Housing and Community Action Agency provides. Programs included on the report are homeless planning and response – HMIS Coordinated Entry, housing developments, tenant assistant programs, special projects, and economic assistance programs. The Board was opened to comments and questions. The Director's Report also included a financial update on the CSBG grants which funds those programs the Board advises.

## **6. Board Member Jurisdiction/Sector Update**

### **a). Low-Income/Public/Private Sector**

Jessaca Lugo shared they are working with the Wintun a non-recognized tribe, they have secured 600 thousand dollars of the State's set aside for non-recognized tribes, they are getting ready to launch a rapid COVID testing, they are creating a team for an after-school summer program, a senior nutritional program and food pantry. She expressed her excitement to be able to continue to provide services to the Wintun tribe. Regarding Housing is Key they are waiting on \$40,000 to pay utilities for clients which the State has expressed their priority is to rental assistance and they are oversubscribed. The City of Shasta Lake will be working with those clients to get their utilities bill paid.

Shah'ada Shaban was unable to provide an update due to lost connection.

Joe Chimenti shared Redding has partnered with the City of Anderson and each city has committed 4 million towards infrastructure.

Kristen Schreder had no update at this time.

Matt Doyle had no update at this time.

Missy McArthur had no update at this time.

Stan Neutze shared the City of Anderson has created 3 new subdivisions and is working to develop more.

Patrick Moriarty had no update at this time.

Carrie Noah shared she inquired SHHPP about getting heating/air conditioning installed. She expressed her disappointment to their response of no more funds being available. Her project of building a 28 Space mobile home village in Shasta is moving forward. She plans to house the chronically homeless/ disable ages 50 and over.

Bill Jostock shared he has signed up to be a volunteer at Project Homeless Connect.

## **7. Confirmation of Next Board Meeting**

### **a) June 15, 2022**

## 8. Adjournment

Jessaca Lugo made a motion to adjourn the meeting at 3:08pm.

### **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*

*CDBG – Community Development Block Grant*

*CSD – Community Services Development*

*TBRA – Tenant Based Rental Assistance*

*ESG – Emergency Solutions Grant*

*EFSP – Emergency Food and Shelter Program*

*CAP – Community Action Plan*

*NOFA – Notice of Funding Availability*

*VASH – Veterans Affairs Supportive Housing*

*FUP – Family Unification Program*

*HUD – Housing Urban and Development*

*ROMA-Results Oriented Management and Accountability*