

**Community Action Board Teleconference  
Meeting Minutes  
Wednesday, April 21, 2021  
1:30pm – 3:00pm via Teleconference**

**Board Members Present:**

Jessica Lugo, Bobbi Sawtelle, Joe Chimenti, Carrie Noah, Kristen Shreder, Shah'ada Shaban Anderson, Missy McArthur, Matt Doyle, Patrick Moriarty, Susan Wilson, Stan Neutze, and Jacob Krumenacker (alternate).

**Board Members Absent:**

Dan Waldrop, and Pamelyn Morgan.

**Additional Attendees:**

Jaclyn Disney, Hollie Zander, and Kristi Hanson.

**Call to Order and Roll Call:** (Establishment of a quorum)

The Community Action Board meeting was called to order by Jessica Lugo at 1:31pm. Quorum was established.

**Public Comments:** (limited to 3 mins. per comment)

No Public Comments were received.

**Action Items:**

Missy McArthur made a motion to approve the February 17, 2021 & March 9, 2021 meeting minutes as submitted. Seconded by Stan Neutze. Roll call vote conducted, all approved, none opposed.

Kristen Schreder made a motion to announce Dan Waldrop's board membership term expiration and announce board membership vacancy for the private sector. Seconded by Joe Chimenti. Roll call vote conducted, all approved, none opposed.

Kristen Schreder made a motion to appoint Matt Doyle as Pamelyn Morgan's replacement for Shasta Lake. Seconded by Joe Chimenti. Roll call vote conducted, all approved, none opposed.

**CSD Requirements/CSBG Administration:**

CSBG amendment A1 to contract - Attachment C

Amendment to the current 2021 CSBG contract language as a result of changes to the CSD contract to be presented to the CAB at the end of May.

CSBG discretionary Workplan \$ Budget \$28,250 - Attachment D

An overview of projected activities/ services to be performed, expected outcomes to be achieved and brief timeline was presented. Housing navigator position to expand and transition into assistant social worker position to assist homeless or at-risk of being homeless residents.

Eviction Prevention and Economic Assistance Program (EPEA) update- Attachment E

The State is administering Housing is Key CA COVID-19 rent relief program to assist the community with rental assistance. A brief overview of EPEA funding resources from CSBG CARES and HHAP- Round 1 and eligible uses was presented.

#### Organizational Standards-

As best practice the Center of Excellence Developed CSBG Organizational Standards was presented and discussed as a guidance to a high performing Community Action Agency. Feedback on how to best review the standards in the CAB meetings is requested.

#### CNA/CAP plan update-

CAB to review and approve the CAN/ CAP on May 5<sup>th</sup>.

CAN/ CAP to be presented to the Board of Supervisors June 8<sup>th</sup>, 2021.

#### **Board Member Jurisdiction/Sector Updates:**

##### Low Income-

Patrick Moriarty shared his interactions with an individual who is needing housing assistance and his challenges with the process.

Carrie Noah shared that Noah's Community Village have contracted to build an Eden Village in Shasta Co.

Jessica Lugo shared the City of Shasta Lake Emergency Utility Assistance Program has surpassed \$115,000 in funding and continuing. Making the application process as easy as possible, working on getting severely defaulted utilities bills to a zero balance, due diligence completed for the Disaster Multi Family Housing Funding for the 2018 disaster, will be releasing and RFP to solicit partners to build 8 or more units for the City of Shasta Lake, will be taking another stab at the Downtown redevelopment project with K2 & CRDC, and potential partnering with the Redding Rancheria for the project at the end of Shasta Dam Blvd.

##### Public-

Kristen Schreder shared highlights of the REU and their program.

Matt Doyle shared he is looking forward to working with the group as we move forward.

##### Private Sector-

No jurisdiction/ Sector updates communicated.

##### Covid-19 updates-

No COVID-19 updates communicated.

#### **Confirmation of Next Board Meeting:**

Special Meeting Date: May 5<sup>th</sup>, 2021 at 8:00am

Next Meeting Date: June 16<sup>th</sup>, 2021

Email any agenda items to Jessica Lugo or Jaclyn Disney

#### **Adjournment:**

Motion to adjourn meeting made by Jessica Lugo at 2:32pm.

#### **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*