



**Community Action Board Meeting Minutes**  
**Monday, December 13, 2021**  
**10:00pm – 10:15pm via Teleconference**

**Board Members Present:** Jessaca Lugo, Shah’ada Shaban, Missy McArthur, Matt Doyle, Bill Jostock, Stan Neutze, Patrick Moriarty and Marlyn Winsen (alternate). Susan Wilson and Joe Chimenti joined the meeting at 10:06am.

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

**Members of the Public:**

- 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**  
Bobbi Sawtelle  
Missy McArthur  
Susan Wilson  
Bill Jostock  
\*Marlyn Winsen
- Low-Income Sector**  
Carrie Noah  
Patrick Moriarty
- \*denotes alternates*

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

The Community Action Board (“CAB”) meeting was called to order by Jessica Lugo, Chairperson, at 10:02pm. Quorum was established.

The (“CAB”) mission statement was read by Jessica Lugo.

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

No public comments were received.

**3. Action Items**

**a. Review and approve the Resolution to Accept the Annual CSBG Grant Funding (Attachment A)**

Jaclyn Disney introduced the item and announced that the draft CSBG resolution is scheduled to go before the Shasta County Board of Supervisors for approval on December 14, 2021. Jaclyn gave a brief review of the funding purpose and eligible uses.

Stan Neutze made a motion to approve the resolution to accept the annual CSBG grant funding for 2022, as submitted; seconded by Matt Doyle. Roll call vote was taken, all approved, and none opposed.

**7. Confirmation of Next Board Meeting**

a. Next Meeting Date: December 15, 2022

**8. Adjournment**

Jessica Lugo made a motion to adjourn the meeting at 10:08am.

**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*