



Community Action Board Meeting Minutes

Wednesday, April 19, 2023

1:30pm – 3:00pm

**Shasta County Administration Building
1450 Court St, Personnel Training Room 352
Redding, CA 96001**

Board Members Present: Kevin Crye, Jessaca Lugo, Shah'ada Shaban, Susan Wilson, Hope Seth, Bill Jostock, Jack Munns, Kristen Shreder and Stan Neutze.

Staff Present: Mary Williams Acting Director, Laura Burch HHSA Executive Director, Jonathan Taylor HHSA Deputy Director, Lucy Hernandez Consultant, Shannon Goodwin Housing and Community Action Specialist and Susan Thamvongkham Staff Services Analyst.

Members of the Public: Joshua Johnson

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 1:31pm. Quorum was established.

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

2. Public Comments (limited to 3 mins. per comment): None

3. Action Items

a. Review and Approval of the February 15, 2023, Meeting Minutes

Bill Jostock made a motion to approve the February 15, 2023, meeting minutes with minor edits; seconded by Kristen Shreder. Roll call vote was taken, all approved, and none opposed.

b. Review and Approve the Low- Income Sector Alternate Vacancy Membership Applications

Joshua Johnson answered questions the CAB had regarding his interests in the CAB and his background in the community.

Kristen Shreder made a motion to approve Joshua Johnson's designation as low-income sector alternate; seconded by Hope Seth. Roll call vote was taken, all approved, and none opposed.

Joshua Johnson was welcomed into the CAB.

4. CSD Requirements/CSBG Administration

a. Shasta Co. CAA model under HHSA Presented by Lucy Hernandez

Lucy Hernandez provided the CAB with a presentation of proposing four different models the Shasta Co. CAA can be established under HHSA. The presentation included a look the CAA administrative pass through, CAA pass through & direct services, CAA direct service provider and CSBG entity re-assigned to another provider which only CSD has this authority to designate. Different examples of other CAA's were provided for each model. She reviewed her role as a CAA consultant.

Lucy provided feedback to questions the CAB had regarding the different models.

b. 2024-2025 Community Action Plan & Community Needs Survey Update Provided by Lucy Hernandez

Standard 3.1: Community Assessment

Lucy Hernandez provided the CAB with the Community Needs Survey results, which included the community input process, demographic results, income data, the top five priorities in the community, the top five needs faced by residents, the top five barriers, the surveyors hope or vision for Shasta County, and current resources utilized by residents.

CAB members had questions and provided their feedback and edits to the Community Action Plan and Community Needs Survey.

c. Receive an Update on the Consolidation of the Shasta County Housing and Community Action Agency with Shasta County Health and Human Services Agency Provided by Mary Williams.

Mary Williams provided the CAB with an update on the consolidation of the Housing and Community Action Agency with Shasta County Health and Human Services Agency. A memo went out to the CAB describing ordinance number SCC 2023-02 for consolidating the agencies was unanimously adopted on March 28, 2023 and goes into effect on April 27, 2023. The memo included and HHSA organizational chart, the Housing programs organizational chart and the approved ordinance.

There was an extended conversation regarding the actions of the County and several CAB members expressed concerns, Mr. Neutze indicated he felt the opportunity to provide feedback was not presented.

Laura Burch expressed her support of CAB involvement and feedback on programs moving forward.

d. Director's Dashboard Report Update Provided by Lucy Hernandez

Standard 5.9: Board Governance

Standard 8.7: Financial Operations and Oversight

County of Shasta Single Audit Report Year Ended June 30, 2022 (Attachment F)

Standard 8.3: Financial Operations and Oversight

Lucy Hernandez shared program data updates in the areas of homeless planning and response, housing development, tenant assistance programs and special projects and economic assistance. The Director's Report also included a financial update on the CSBG 2022, CSBG 2022 Discretionary and CSBG 2023 grants which funds those programs the CAB advises. The CAB was also received the updates on the County of Shasta Single Audit Report Year Ended June 30, 2022, a copy was provided and a link to access the online report.

CAB members shared recommendations on expanding the Director's Dashboard Report.

e. Customer Satisfaction Survey Highlights Provided by Susan Thamvongkham
Standard 1.3: Consumer Input and Involvement

Susan Thamvongkham shared brief highlights of the Customer Satisfaction Surveys received. Since the last board meeting our agency has received a total of 67 surveys with a satisfaction rate of 90% of the surveyors who indicated that they either "strongly agreed" or "agreed" to the survey questions. Some positive feedback from the surveyors and those interested in the advisory board was shared.

f. Community Action Month – May

In honor of the upcoming Community Action Month, CAB Chair, Jessaca Lugo recited the Community Action Promise. The City of Anderson, City of Redding and City of Shasta Lake will be provided with a template proclamation if they choose to utilize it and have it presented at their city council meeting.

5. Board Member Jurisdiction / Sector Updates

a. Low-Income/Public/Private Sector

Bill Jostock shared his appreciation of the meetings dialogue, and expanding details of the Director's Report Dashboard, hopes to further our efforts and discussions.

Hope Seth shared she is looking forward to working with Shasta County Health and Human Services.

Stan Neutze shared his concerns of the connection to homelessness and mental health. He shared a resident of the City of Anderson was in need of services and advocated for her to get connected with HHSA and services.

Joshua Johnson thanks the CAB for having him, he is excited to see how the CAB works and to get his CAB orientation training. He is looking forward to connecting with HHSA.

Shah'ada Shaban shared her concerns of the source of income discrimination, the end of the Cal-Fresh allotment and lack of food programs. She had questions on the landlord incentive program and if it was still active.

6. Confirmation of Next Board Meeting

Next Meeting Date: June 21, 2023.

10. Adjournment

Jessica Lugo made a motion to adjourn the meeting at 3:26pm.

Acronyms

CAA – Community Action Agency

CAB – Community Action Board

CalCAPA – California Community Action Partnership Association

CAP – Community Action Plan

CAPLAW- Community Action Programs Legal Services, Inc.

CSD- California Department of Community Services and Development

CDBG – Community Development Block Grant

CSBG- Community Services Block Grant

CESH – California Emergency Solutions and Housing

CNA- Community Needs Assessment

CoC – Continuum of Care

EFSP – Emergency Food and Shelter Program

ESG – Emergency Solutions Grant

FUP – Family Unification Program

HHAP – Homeless Housing Assistance and Prevention Program

HUD – Housing Urban and Development

NASCAP- National Association for State Community Services Programs NCAF- National Community Action Foundation

NCAP- National Community Action Partnership

NOFA – Notice of Funding Availability

TBRA – Tenant Based Rental Assistance

VASH – Veterans Affairs Supportive Housing