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## **Community Action Board Meeting Minutes**

**Wednesday, December 21, 2022**

**1:30pm – 3:00pm**

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

**Board Members Present:** Jessaca Lugo, Shah'ada Shaban, Susan Wilson, Carrie Noah, Hope Seth, Bill Jostock, Marlyn Winsen and Katie Swartz.

**Staff Present:** Mary Williams, Acting Director, Lucy Hernandez, Consultant

### **Members of the Public:**

#### **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 1:33pm. Quorum was established.

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

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

#### **3. Public Appointee Transitions**

Lucy Hernandez provided the CAB with the public appointee transitions update. The public appointees transitioning out are, Joe Chimenti, Shasta County Board of Supervisor and Kristen Shreder, City of Redding City Council Member. These vacated positions are anticipated to be filled by the appointive body by the next CAB meeting. Additionally, back in October, Janice Powell, City of Shasta Lake Council Member has filled Matt Doyle's vacancy on our CAB.

#### **4. Action Items**

##### **a. Review and Approval of the October 19, 2022, Meeting Minutes**

Katie Swartz noted a correction to her attendance at the meeting. Susan Wilson made a motion to approve the October 19, 2022, meeting minutes as modified; seconded by Stan Neutze. Roll call vote was taken, all approved, and none opposed.

##### **b. Acknowledge and Approval Missy McArthur's Resignation**

Susan Wilson made a motion to accept Missy McArthur's resignation, with regret; seconded by Bill Jostock. Roll call vote was taken, all approved, and none opposed.

**c. Review and Approval of the 2023 Community Action Board Calendar**

Katie Swartz made a motion to approve the 2023 Community Action Board Calendar as provided; seconded by Hope Seth. Roll call vote was taken, all approved, and none opposed.

**d. Review and Approve the BOS Resolution Regarding the 2023 CSBG Grant Funding**

Lucy Hernandez explained the 8% decrease in funding compared to last year's was due to the 2020 Census data which was incorporated into the State's funding formula. She described Executive Director, Jaclyn Disney's representation and advocacy for rural counties at the State level regarding the funding formula.

Stan Neutze made a motion to approve the BOS Resolution regarding the 2023 CSBG Grant Funding as provided; seconded by Katie Swartz. Roll call vote was taken, all approved, and none opposed.

**5. Customer Satisfaction Survey Highlights**  
***Standard 1.3: Consumer Input and Involvement***

Lucy Hernandez shared brief highlights of the Customer Satisfaction Surveys received. Since the last board meeting our agency has received a total of 50 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. The survey can also be accessed on our county website.

**6. CSD CSBG Desk Review Update**  
***Standard 8.4: Financial Operations and Oversight***

Lucy Hernandez shared the 2022 CSD CSBG monitoring was not on-site this year. She provided explanations on CSD's comments regarding the agency's Expenditure Activity Reports "EARS" submission dates compared to what is allowable for public agencies and identified the results of the report as "No findings".

**7. Director's Dashboard Report Update**  
***Standard 5.9: Board Governance***  
***Standard 8.7: 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 and CSBG 2022 Discretionary grants which funds those programs the CAB advises.

Lucy Hernandez explained the importance of the upcoming Community Needs Assessment and the Community Action Plan. Assistance from the board members in promoting the survey out to the community is requested. Susan Thamvongkham will be emailing the survey flyers out to the CAB members shortly.

## **8. Board Member Jurisdiction / Sector Updates**

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

Stan Neutze shared his concern of inflation and its effects on the working class compared to the unemployed population. He shared a conversation he had with a local community member who is having difficulties finding housing.

Hope Seth shared her observation of the increased rental market and comparable wages in the community. She expressed her hopes to see increases in 3D printed homes and micro-shelter type housing in the community.

Katie Swartz shared her concerns on the micro-shelter community project, but also expressed they have a solution and encourages motivation. She shares the support of other faith-based organizations on the project.

Bill Jostock shared his concerns of the cycle of services not in place or offered to the homelessness population after housing is established which affects our local community's tax dollars. He expressed his concern of the outcome of California legislature passed SP2 where the county office of the assessor-recorder is required to charge an additional \$75 recording fee on real estate documents to increase the supply of affordable homes in California and how much has come back to our community.

Marlyn Winsen shared her involvement in the CoC and her services to the community. She expressed her concerns of the homelessness population and the lack of data to support furthering the movement.

Carrie Noah shared her concerns of the homelessness population, and the effect of the homelessness sweeps on the community.

Jessica Lugo shared her gratitude to the Housing staff, Jaclyn Disney and Hollie Zander for their efforts on the Veteran's Village project and getting HUD approval to move the project forward. She shared she has been asked about absentee property owners who do not live in the area to reach out to them about interests in creating a Section-8 home. She encourages bridging that gap with property owners and the county to increase Section-8 homes.

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

Next Meeting Date: February 15, 2023.

## **10. Adjournment**

Jessica Lugo made a motion to adjourn the meeting at 3:00pm.

**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