

**COLUSA-GLENN-TRINITY COMMUNITY ACTION PARTNERSHIP
BOARD OF DIRECTORS MEETING MINUTES**

Wednesday, January 25, 2017, 10:30 a.m. Cattlemen's, 2184 Hilltop Drive, Redding, CA 96002 (530) 221-6295

Members Present: Sandy Bechtold, Colusa County Supervisor Kent S. Boes, Trinity County Supervisor Bill Burton, Lora Ceccon, Trinity County Supervisor Bobbi Chadwick, Glenn County Supervisor Keith Corum, Donna Dennis, Letty Garza, Elizabeth Kelly, Colusa County Supervisor John D. Loudon, Caedy Minoletti, Cyndi Montoya, Debbie Moutter, Joanne Overton, and Rev. John Vafis.

Members Absent: Minnie Lawrence, John Minniear, Glenn County Supervisor Vince Minto and Pastor Philip Zabell.

Staff Present: HHSA Director Christine Zoppi, Housing & Weatherization Manager Shane Anderson, and Connie Scott.

Guest: Suzi Kochems, Consultant.

Quorum Met: Yes

I. Call to Order –Supervisor Keith Corum, Board Chairman

Meeting called to order at 10:30 a.m.; fifteen present, including one alternate, and four absent.

A. Introductions – All

B. Read the CAP pledge – All

II. Request by Members of the Public to Address the Board –Supervisor Keith Corum, Board Chairman

(Pursuant to Section 54954.3 of the Ralph Brown Act). **None heard.**

III. Administrative Business/Housekeeping - Staff and Board

A. Meeting Notice and Posting Date –Supervisor Keith Corum, Board Chairman

Postings confirmed as required by 1994 Ralph Brown Act. Staff confirmed documents were posted/mailed January 10, 2017.

B. Agenda Additions – None

C. Approval of January 25, 2017 Agenda –Supervisor Keith Corum, Board Chairman – Action

Recommendation to approve J. Overton/S. Bechtold – Unanimous.

D. Approval of October 26, 2016 Minutes – Supervisor Keith Corum, Board Chairman – Action

Letty Garza noted she was not present at the October 26, 2016 meeting. Recommendation to approve as Corrected – D. Moutter/E. Kelly – Unanimous.

E. Local Committee Breakout:

1. Colusa County

- Nomination/Election of 2017 County Chairperson – Action
- Colusa County CAP Board members elected **Elizabeth Kelly** as Colusa County Local Chairperson.

2. Glenn County

- Nomination/Election of 2017 County Chairperson – Action
- Glenn County CAP Board members elected **Debbie Moutter** as Glenn County Local Chairperson.

3. Trinity County

- Nomination/Election of 2017 County Chairperson – Action
- Trinity County CAP Board members elected **Sandy Bechtold** as Trinity County Local Chairperson.
Sandy Bechtold announced that there will be a vacancy on the Trinity County Board, as Cyndi Montoya is not renewing her term.

F. Nomination/Election of 2017 Officers – Supervisor Keith Corum, Board Chairman – Action

Director Christine Zoppi asked for a review of the officer rotation, and it was noted that if we continue with the established pattern, Vice President Supervisor Bill Burton would become the president, Colusa County would fill the Vice President seat, and Glenn County would fill the Secretary seat. Joanne Overton added that

the CAP Board prefers that the Chairperson is a County Supervisor, to assure strong leadership from the Supervisors on the CAP Board. Trinity Supervisor Bill Burton added that to maintain consistency, he suggested the current board remain for one more year, and then begin a two-year rotation. Recommendation to keep the current Board officers for one more year B. Burton/J. Vafis – Unanimous.

G. Review/Discussion of 2017 Calendar/CAP Board and Local Meeting Locations – Supervisor Keith Corum, Board Chairman - Action

Recommendation to approve Calendar and meeting locations – J. Overton/D. Moutter – Unanimous.

IV. Executive Director's Report

A. Fiscal Report/Funding

Housing & Weatherization Manager Shane Anderson reviewed the Stop Light Report, noting that all grants are on target. The Department of Energy (DOE) grant has been extended to June 30, 2017, and the Low Income Housing Energy Assistance Program (LiHEAP) 2016 grant has been extended to September 30, 2017. Shane noted that the Federal government now wants an overlap in grants, to insure continuous services. Sandy Bechtold asked if there would be a possibility of receiving a Hmong translation for the 2017 LiHEAP applications.

B. Emerging State/Federal Issues

Christine Zoppi mentioned that David Bradley, our Community Action lobbyist, feels optimistic about the future. Community Action seems to be well-supported on a bi-partisan level. The one program that will have some changes is the In-Home Supportive Services (IHSS) program, which may see an increase in share of cost from the state to the counties. Supervisor Corum noted that David Bradley has a daily newsletter, and suggested that this link be sent to the CAP board members. Elizabeth Kelly voiced concerns on the repeal of the Affordable Care Act, which would affect over 8,500 people (this does not include the Covered California participants). Letty Garza said that Trinity County has a higher share of cost for the IHSS program plus an increase in IHSS cases. This is a concern for Trinity County. On a state level the IHSS/MOE issue is a current threat that we face. Advocacy is needed on this issue, as there could be a 35% increase in share of cost. Letty mentioned that there are 1300 participants in the ACA. Elizabeth mentioned that CSAC sent letters stating that if the ACA is repealed, it would affect 3.3 million people in California. Supervisor Corum asked that the County Supervisors had the information on the number of people affected in their counties, so that they could send letters to their congressmen on this issue. The National Community Action Foundation is holding a conference in Washington, D.C. on March 14th through March 17th, 2017. Supervisor Corum and Pastor Zabell have expressed an interest in attending on our behalf. Trinity County may also send someone to attend. The annual CalCAPA conference will be held May 2-5, 2017 in Long Beach. Christine would like to see a couple of board member and staff to attend. Letty Garza expressed interest on attending this meeting.

C. Staffing/Personnel

Shane Anderson distributed a sheet listing each county's contact for LiHEAP applications and other housing and weatherization questions. Supervisor Burton would like to do a "meet and greet" with his designated contact.

D. Communications Received - None

V. Program Reports – Christine Zoppi, Director and Shane Anderson, Housing & Weatherization Manager

A. Program Updates/Grant Status

Shane also reviewed reports on payment assistance, wood, oil and propane, rehabilitation and weatherization under the LiHEAP programs. Shane said they will be doing another mass mailer about these programs sometime in the next few weeks. Shane reviewed the Community Services Block Grant report, noting that we have fifty organizational standards that were listed as requirements. Of those fifty, we currently have eight left to complete. Our completion goal is March 1, 2017. We are in the process of providing a Customer Satisfaction survey, which would satisfy another of our mandated standards. Establishing the survey on line and at a kiosk in our agency is in process. On the CSBG monitoring report, we had one observation, which concerned the fact that we had two board vacancies. We also had a recommendation to develop policies and procedures to monitor our subcontractors used in CSBG. Shane also mentioned the Point in Time count of the homeless population. This count has been postponed to February 22, 2017, due to bad weather. Shane also

noted that there are upcoming meetings: Trinity County Affordable Housing committee meeting on February 6 at 10:00 a.m. at the HRN and Glenn County Point in Time meeting and Housing Strategic Planning committee meeting on February 9 at 9:00 a.m. with the Strategic Planning at 10:00 a.m. Suzi added that we do the Point in Time counts since it is required for those entities that receive Continuum of Care funding. Data from these counts is used as a base line for future funding. Shane reported that the Housing Support Program will begin soon upon board approvals, and Glenn County will be hosting the Volunteer Income Tax Assistance (VITA) program in house with the Community Action staff. Caedy Minoletti said the HRN will be hosting the VITA program again this year, and Laura Ceccon has had the VITA program for about seven years in Colusa County.

Christine mentioned that over the next few months, we will be working on the Community Needs Assessment, completing the housing plan for all three counties, finishing our strategic plan for our Community Action Partnership, and submitting our Community Action Plan on June 30th, 2017. We have received indirect funding from CalCAPA, our state association, which has approved time for Suzi Kochems to work on these projects for us. Suzi is working under the state association's contract in the consultant pool, carrying out work on our behalf. We also received funding from County Medical Service Provider (CMSP) for all three counties to address some of our housing issues. Suzi was written in to this contact to help with this program. We will soon be releasing a Request for Proposal (RFP) for the non-profit and other miscellaneous work for the partnership. Christine thanked the board for the go-ahead on the non-profit, and is glad that Suzi is on board as a consultant.

VI. Timelines for Upcoming Projects – Suzi Kochems, Consultant

Suzi reiterated that we have a contract with CalCAPA to work on a CAP plan on behalf of our three counties. The CAP plan is due June 30, 2017. The first part involves a Community Needs Assessment, a required step that involves input from the community, particularly the low-income population. We have four months to complete the assessment. Suzi will be compiling a survey monkey and holding community forums to receive further public input. Suzi will then compile a Community Needs Assessment analysis from the input received. Suzi will be requesting input for a new mission statement from the CAP Board. She will also prepare a report on our strengths, weaknesses, opportunities and threats. She will be working on a Strategic Plan to be reviewed at the April CAP meeting to review and adopt, then we will be working on a CAP plan, which is due June 30, 2017. Also at the April meeting, Suzi would also like to review the process on how the Community Needs Assessment, Strategic Plan and CAP plan work together and the role the CAP Board plays in this process.

Suzi also discussed the County Medical Services Program (CMSP) contract. This is a pilot project, with \$50,000 per year of funding. This program was drafted through the Dos Rios Continuum of Care (COC) to work with CMSP eligible and potentially eligible folks. In each county, we will be working on a Housing Strategic Plan which will address homelessness and housing, which will be presented at the February 6, 2017 meeting. Suzi will present the plan to Colusa at their next meeting, and it will be presented to Glenn County on February 9, 2017. This plan will make us eligible for COC and Emergency Solutions Grant (ESG) funding. Part of the requirements to apply for the COC and ESG funding is that the COC must have a board of directors. Suzi will be putting together a COC board in the coming days. ESG funding will be coming out in April, due June 1st, so the COC board must be in place soon. Christine added that all this foundational work should position our three counties to address issues of homelessness and affordable housing. Sandy Bechtold, Letter Garza, Caedy Minoletti, Donna Dennis and Debbie Moutter expressed interest on serving on the board.

VII. Needs Assessment for Colusa, Glenn and Trinity Counties – Suzi Kochems, Consultant

This item was addressed in the previous section.

VIII. Board Member/Individual County Issues – Open Discussion on Emerging Regional Issues

A. Trinity County – Supervisor Burton reported that a major landslide on Highway 299 influenced the economy of Trinity County. Traveling in the west side of the county has been difficult. Highway 36 was also down for a period of time.

B. Colusa County – The hospital will be re-opening in April, 2017. American Specialty Hospitals from Modesto will be operating the hospital. The hospital will have 45-60 beds. They are in the process of getting a license for the laboratory. There is also a new jail being built. A company called CTI is coming to Colusa, and will be a marijuana growing facility. The 60-million-dollar operation, which will include manufacturing, packaging and merchandising, will be run by the city of Colusa, not the county, and there will be no local dispensaries. The facility will be on eleven acres and will grow the product inside the building. John Vafis mentioned that we need to change the by-laws to reflect the timing of the meetings and address the issue about the length of service of the board officers.

C. Glenn County – Supervisor Corum noted that a museum will be built to honor Korean pilots who were trained seventy-five years ago by Glenn County ag pilots. These Korean pilots became the foundation for the Korean Air Force. The museum will be in the building that used to house the Tri-Counties newspaper operated. The cost of the museum is estimated at around one million dollars.

IX. Governing Board Actions – see back of agenda

X. Confirmation of Next Meeting – Action

The next meeting will be held at Thunderhill Raceway on April 26, 2017 at 10:30 a.m.

XI. Adjournment

The meeting was adjourned at 12:37 p.m.

Respectfully submitted by:

Connie Scott
ETW II
Glenn County HHSA