



# COUNTY OF YOLO

Health and Human Services Agency

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Community Services Action Board

## *Minutes*

**Date & Time:** February 14, 2017 from 4:30 to 6 p.m.

**Location:** Yolo County Library, Blanchard Room  
315 East 14<sup>th</sup> Street  
Davis, CA

**Organizer:** Yolo County Health and Human Services Agency

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**Members Present:** Isaac Blackstock, Greta Eoff, Sally Madden, Vincent Olvera, Regan Overholt, Fran Maguire, Bill Pride, and Helen Voss

**Member(s) Excused:** Pamela Byrd-Dunn, Maria Elena Alvillar, Roz Stone, and Jennifer Wienecke-Friedman

**Staff Present:** Ginger Hashimoto and Nolan Sullivan

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Meeting brought to order by Vince Olvera at 4:35 p.m.

### **1. Pledge of Allegiance**

Vince Olvera led members in the Pledge of Allegiance.

### **2. Introductions**

The board welcomed four new members: (1) Isaac Blackstock; (2) Greta Eoff; (3) Sally Madden; and (4) Helen Voss.

### **3. Public Comments**

Ginger Hashimoto announced that Tracey Dickinson was unable to attend as she was assisting with Yolo County's Oroville Dam evacuation shelter. Vince Olvera shared expressed his gratitude for the outpouring of community support to help with shelter efforts.

### **4. Approval of 2/14/17 Agenda**

Motion: Regan Overholt  
Second: Helen Voss

### **5. Approval of 12/13/16 Minutes**

Motion: Bill Pride  
Second: Fran Maguire

## **6. Service Center Branch Director Update**

Nolan Sullivan explained that he oversees the County's Service Centers. The primary role of the Service Centers is to enroll residents in public assistance benefits such as CalWORKs, CalFresh, Medi-Cal, WIOA, General Assistance, and identification services. Nolan reviewed a handout depicting the percentage of Yolo County residents enrolled in such benefits. Nolan noted that historically Yolo County has one of the lowest CalFresh enrollment rates, largely due to UC Davis students who meet poverty eligibility, but do not meet other criterion. Nolan reviewed a graph for public assistance applications illustrating a two-fold increase over the last six months. While it is difficult to identify the exact cause, Nolan explained that the influx underscores the need for public assistance benefits within our community.

## **7. 2017 Elections**

Ginger Hashimoto explained that the bylaws require the board to hold an annual election in January to select a chair and vice chair. Since the County cancelled its January meeting due to the heavy rains/flooding, members must hold the election this month. The role of the chair is to facilitate the meetings. The role of the vice chair is to facilitate the meetings in the absence of the chair. The board appointed Helen Voss as the 2017 chair and Sally Madden as the 2017 vice-chair.

## **8. Board Vacancy Update**

Ginger Hashimoto shared that Supervisor Saylor is conducting interviews to fill the District 2 vacancy. Thereafter, the board will have two low-income vacancies. Ginger encouraged members to recruit individuals within their networks that may be interested in serving. Ginger explained the County is developing a low-income stipend policy to allow qualifying members to receive reimbursement for food, travel, and childcare expenses associated with serving on the board. In the meantime, Ginger and Tracey will continue to disseminate a CSAB-specific press release to advertise the opportunity.

## **9. Conflict of Interest Update**

Ginger Hashimoto reminded members to complete their Form 700. To comply with the organizational standards set forth by the federal and state government, County Counsel incorporated CSAB into its County Code. This change requires members to complete a Form 700 every year to ensure no conflict of interests. Ginger encouraged any members who need help completing the form to contact her.

## **10. 2017 Contracts Update**

Ginger Hashimoto shared that the County sent second year option letters to its 2016 subcontractors: (1) Davis Community Meals and Housing; (2) Elderly Nutrition Program dba Meals on Wheels; (3) Yolo Wayfarer Center dba Fourth and Hope; and (4) Yolo Food Bank. As soon as the County finalizes its 2017 contract with the state, its subcontractors can resume services.

## **11. 2016 Year-End Successes in the Community Action Plan**

Ginger Hashimoto reviewed a handout summarizing the 2016 year-end successes of the Community Action Plan (CAP) organized by the four priority areas of: (1) housing assistance programs; (2) food assistance programs; (3) self-sufficiency services; and (4) homeless services coordination. Despite the notable successes, Ginger identified lack of affordable housing as the community's largest barrier to achieving further success.

## **12. 2016 Monitoring Reports**

Ginger Hashimoto invited members to read the final 2016 subcontractor monitoring reports compiled by the County. Ginger explained that members and County staff conduct onsite monitoring visits every year to ensure its subcontractors are performing the duties as well as providing the services outlined within their scope of work. In addition to the onsite monitoring visits, County staff also conducts an annual fiscal audit. Overall, the monitoring revealed no major findings.

## **13. Board Member Job Description Annual Review**

Ginger Hashimoto reviewed the board member job description to remind members of their roles and responsibilities. Ginger reiterated the primary duty is to oversee the provision of CSBG funds. This includes attending meetings and assisting the County in conducting a biannual community needs assessment.

## **14. Homeless Services Written Update**

## **15. Adjourn**

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### *Next Meeting*

**Date & Time:** March 14, 2017 from 4:30 to 6 p.m.

**Location:** Yolo County HHSA, Thompson Room  
137 North Cottonwood Street  
Woodland, CA

**Organizer:** Yolo County Health and Human Services Agency