



COUNTY OF YOLO

Health and Human Services Agency

Community Services Action Board

Minutes

Date & Time: August 14, 2018 from 4:30 to 6 p.m.

Location: Yolo County HHSA – Bauer Building
137 N. Cottonwood St.
Woodland, CA, 95695

Organizer: Yolo County Health and Human Services Agency

Members Present: Maria Elena Alvillar, Isaac Blackstock, Maria Chairez, Fran Maguire, Elizabeth Mosley, Bill Pride, Roz Stone, Henry Valle, and Lizbeth West

Members Excused: Pamela Byrd-Dunn, Alicia Cruz, Greta Eoff, Sally Madden, and Vincent Olvera

HHSA Staff Present: Emily Meza and Sandra Sigrist

Guest Presenters: Yolo Food Bank – Cindy Pasko
Davis Community Meals & Housing – Bill Pride (also a CSAB Member)

Meeting was brought to order by Isaac Blackstock at 4:35pm.
Quorum established with 9 members present.

1. Pledge of Allegiance

Isaac Blackstock led members in the Pledge of Allegiance.

2. Introductions and Community Updates

Isaac Blackstock led members in introductions and Community Updates.

3. Public Comments

No members of the public were present.

4. Approval of 8/14/2018 Agenda

The board approved the agenda with no amendments.

A. **Motion:** Bill Pride

B. **Second:** Roz Stone

C. Unanimous approval, no abstentions

5. Approval of 6/12/18 Minutes

The board approved the minutes with 1 amendments.

A. **Attendance listed board member Henry Valle as both present and absent, 6/12/18 to be updated to reflect that Henry Valle was present at the meeting.**

- i. **Motion:** Lizbeth West
- ii. **Second:** Roz Stone
- iii. Unanimous approval, no abstentions

6. Provider Presentation: Cindy Pasko, Yolo Food Bank

Cindy Pasko provided a presentation on Yolo Food Bank's Food Enhancement Project funded with CSBG monies. Key highlights are below, for further details, review the Yolo Food Bank Presentation available on the 8/14/2018 meeting page on the CSAB website:

- Food collected at food drives across 11 different sites is then distributed to Partner Agency members throughout the region (Arbuckle, Davis, Esparto, Knights Landing, Madison, West Sacramento, Winters, Woodland, Zamora).
- 41,450 lbs of food-drive food collected from January 2018 – June 2018
- As of June 2018, \$10,000 of Partner organization funds, normally spent on food, have been freed up for other uses – handout incorrectly stated \$20,000 and will be updated to reflect correct amount of \$10,000.
- Food Bank is collecting a client survey with information about food security/insecurity and has received 62 surveys back thus far.

7. Provider Presentation: Bill Pride, Davis Community Meals and Housing

Bill Pride presented on the Davis Community Meals and Housing programs. He described their Day Services, three different transitional housing programs, street outreach programs, an employment program, and multiple permanent supportive housing programs. He spoke about the Family Transitional Housing Program which is funded through CSBG. He noted some changes in family composition they have seen over the past few years, including that there are fewer children per household on average than before. On average families stay in the program less than 18 months, however their stay can be extended on a case-by-case basis. There was also a discussion amongst the board members and HHSA staff that emphasized an overall trend in lengths of stay in housing programs as increasing due to the lack of affordable housing causing people to take longer to find permanent housing.

8. Increase in CSBG Funds

In July, 2018, CSD informed Yolo County HHSA of an additional \$42,415 in funds to be received in 2018. The funds are split between two different categories and must be tracked and reported on separately. The General CSBG Increase totals \$7,415 and must be spent by December 31, 2018. The Discretionary CSBG Increase totals \$35,000 and must be spent by May 31, 2019.

Staff recommended that the General CSBG Increase funds be retained by Yolo County HHSA to be applied towards the Indirect Cost Rate. The Indirect Cost Rate allows Yolo County HHSA to apply up to 12% of the agency's operating budget to program overhead costs such as salaries, benefits, and other operating expenses. The Discretionary CSBG Increase recommendation is for it to be divided equally between the five sub-contracted providers.

The CSAB members had a robust discussion of the new funds, Isaac Blackstock and Fran Maguire spoke in favor of splitting the Discretionary CSBG Increase evenly across all five sub-contractors as it was seen as the most fair and quickest way to get agencies more money. Maria Chairez spoke in favor of hearing the last two provider presentations planned for the next meeting (Fourth & Hope and Meals on Wheels) and then reviewing the performance outcomes in detail and asking providers what they would do with the extra funds before deciding allocation amounts. She proposed asking providers how they would utilize a 3%, 5%, or 10% increase to their current funding. There was further debate on the merits of dividing equally versus assessing for program need and performance prior to allocating. The board members discussed the sub-contractors' performance as reported in the Quarter 2 – Performance Measure Report, asking for clarification

on the Meals on Wheels enrollment data. Elizabeth Mosley suggested dividing up the \$35,000 by percentage of the original funds already allocated.

- A. Maria Chairez moved for HHSA to retain the General CSBG Increase of \$7,415 to be applied towards the agency's Indirect Cost Rate, and for further discussion and program evaluation to take place prior to finalizing allocation of the Discretionary CSBG Increase funds totaling \$35,000.
 - i. **Motion:** Maria Chairez
 - ii. **Second:** Elizabeth Mosley
 - iii. Yays: (4) Maria Chairez, Maria Alvillar, Henry Valle, Lizbeth West
 - iv. Nays: (3) Roz Stone, Isaac Blackstock, Fran Maguire
 - v. Abstentions: (2) Elizabeth Mosley, Bill Pride

Furthermore, Maria Chairez requested that staff consider the concerns surrounding program and performance and provide additional staff recommendations on allocation, at the next meeting.

9. TABLED TO LATER DATE: Review Q2 CSBG Performance Report & Community Action Plan Progress Report

Though referenced during the discussion of the funding increases, the board decided to table these items for further discussion at a later date, as the meeting was already 15 minutes over time. Both the Quarter 2 – Performance Measure Report and the Community Action Plan Mid-Year Review were provided to all board members, along with the 2018-2019 Community Action Plan Summary.

- A. **Motion:** Isaac Blackstock
- B. **Second:** Henry Valle
- C. Unanimous approval, no abstentions

10. Adjourn

The meeting adjourned at 6:20 pm

- A. **Motion:** Henry Valle
- B. **Second:** Lizbeth West
- C. Unanimous approval, no abstentions