



COUNTY OF YOLO

Health and Human Services Agency

Community Services Action Board

Minutes

Date & Time: September 12, 2023, 4:30 p.m. to 6:00 p.m.

Location: Yolo County HHSA
137 N. Cottonwood St, Woodland, CA 95605

Organizer: Yolo County Health and Human Services Agency

Contact: Kerrie Covert (530) 908-3977

Members Attended		
Board Members Present:	Present	Absent
Isaac Blackstock – District 1 Representative		X
Andy Brothers – District 2 Representative	X	
Lisa Cruz – District 3 Representative		X
Greta Eoff – District 5 Representative	X	
Irma Rodriguez – Community Organization Representative		X
Roz Stone – Low-Income Representative	X	
Cecilia Zaragoza – Low Income Representative	X	
Aiden Ledbetter – District 4 Representative	X	
Jocelyn Lopez – Potential Low-Income Representative		X
Board Staff Present:		
Jacob Baker – Yolo HHSA Analyst	X	
Serena Bhagirath – Yolo HHSA Analyst	X	
Diana Ponce – Yolo HHSA Associate Analyst	X	
Members of Public/Providers Present:		
Oliver Snow – Assistant Deputy Supervisor, District 4	X	
Christy Correa - Public	X	

The meeting was brought to order at 4:36 p.m. by Andy Brothers

1. Pledge of Allegiance, Introductions and Community Updates: Andy Brothers

- Andy Brothers welcomed attendees, led members in the pledge of allegiance, and led introductions of board members and staff.

2. Introductions and Community Updates: Andy Brothers

- Isaac Blackstock – District 1 Representative: Absent
- Andy Brothers – District 2 Representative: No updates.
- Aiden Ledbetter – District 4 Representative: No updates.

- Lisa Cruz – District 3 Representative: No updates.
- Greta Eoff – District 5 Representative: No updates.
- Roz Stone – Low-Income Representative: No updates.
- Cecilia Zaragoza – Low-Income Representative: No updates.
- Irma Rodriguez – Community Organization Representative: Absent.
- Jacob Baker – HHSA Analyst – Board Staff: No updates.
- Diana Ponce – HHSA Analyst – Board Staff: No updates.
- Serena Bhagirath – HHSA Analyst – Board Staff: No updates.
- Oliver Snow – Assistant Deputy Supervisor, District 4: No updates.
- Jocelyn Lopez – Potential Low-Income Representative: Absent.
- Christy Correa – Public: No updates.

3. Public Comments: None.

4. Approval of the 9/12/23 Agenda was approved.

Motion: Vincent Olvera (Not a member anymore)

Second: Greta Eoff

Ayes: Unanimous

Nays: None

Abstentions: Isaac Blackstock, Irma Rodriguez, Jocelyn Lopez.

5. Approval of the 7/7/23 minutes was postponed.

6. Approval of the 8/8/23 minutes was approved.

Motion: Roz Stone

Second: Lisa Cruz

Ayes: Unanimous

Nays: None

Abstentions: Isaac Blackstock, Irma Rodriguez, Jocelyn Lopez.

7. Request for Proposals (RFP) Update

- Jacob Baker reviewed the timeline for the Pre-Bid Conference and where we are in the process. He also included important dates to keep in mind that are quickly approaching. The county will be using a website called Periscope S2G (Formerly BidSync) where they will be able to evaluate each provider to ensure they meet the requirements for the contract. Jacob mentioned that Karen Kawelmacher from Yolo County procurement department will be contacting them soon to make sure, they have the instructions and link to access website. The next step in the process for them will be September 21st for the Pre-Proposal Conference and the deadline for the written comments and questions posted on Persicope S2G is October 5th.

8. CSBG 2022 Annual Report Update

- The annual report was reviewed for CSBG providers: Yolo County Children’s Alliance (YCCA), Yolo Wayfarer Center (Fourth and Hope) and Davis Community Meals and Housing (DCMH) for the year 2022. Some highlights include: YCCA helped 76 individuals in avoiding eviction, Fourth and Hope assisted 265 unemployed adults in obtaining employment (up to a living wage), and also, they helped 280 individuals obtain safe and affordable housing.

9. 2022-23 CSBG Funding Update

- In January 2023, the Yolo County Health, and Human Services Agency (HHS) executed a contract of \$391,080.00 for 2023 Community Services Block Grant (CSBG) funds from the State of California, Department of Community Services and Development (CSD). \$96,549.00 was retained by HHS for admin and staffing costs, while \$140,922.00 was utilized to maintain a housing and homeless “direct client” services emergent needs fund to help in rental assistance and other needs to keep clients in stable housing. The remaining amount of \$153,539.00 was awarded to Yolo County Children’s Alliance \$100,000.00 and Fourth and Hope \$53,539.00. In June 2023, CSAB voted to give \$2,423.00 to YCCA and \$1,298.00 for Fourth and Hope which was additional funding awarded.

10. Board Vacancy Update

- The Community Service Action Board Roster was reviewed, and Jacob addressed that Vincent Olvera was present in this meeting and informed him that in the August 8th meeting, he was removed from the board. However, Jacob mentioned he was going to reach out to see if he can be appointed to fill the Low-income representative if he commits to attending meetings at a regular basis.
- We are actively trying to fill the two Low-income representatives’ appointments by having the Clerk of the Board of Supervisors’ Office post fliers outside County Offices and outside the Board of Supervisors’ Chambers, they also place advertisements in local newspapers. HHS staff utilizes partnerships with local organizations to identify and recruit perspective members. They also developed and posted a press release seeking applications for CSAB, reaching an audience of 130 contacts/interested parties, 1,960 Yolo News e-subscribers, 13,363 Yolo County General Facebook, and 4,679 Twitter followers. Lastly, HHS staff developed a flier exclusively to recruit Low-income CSAB member applicants.

11. Adjournment: Meeting was adjourned at 5:15pm by Andy Brothers

- Next Meeting: Tuesday – October 10th, 2023, from 4:30pm – 6:00pm in Yolo County HHS – Davis, CA.