



COUNTY OF YOLO

Health and Human Services Agency

Community Services Action Board

Minutes

Date & Time: January 9, 2024, 4:30 p.m. to 6:00 p.m.

Location: Yolo County HHSA
600 A St,
Davis, CA 95616

Organizer: Yolo County Health and Human Services Agency

Contact: Kerrie Covert (530) 908-3977

Members Attended		
Board Members Present:	Present	Absent
Andy Brothers – District 2 Representative	x	
Lisa Cruz – District 3 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
Vacant – Community Organization Representative	-	-
Vacant – Community Organization Representative	-	-
Board Staff Present:		
Kerrie Covert – Yolo HHSA Manager I	x	
Alex Halcon – Yolo HHSA Analyst	x	
Pete Vargas – Yolo HHSA Analyst	x	
Amrinder Singh – Yolo HHSA Analyst	x	
Members of Public/Providers Present:		
Oliver Snow – Assistant Deputy Supervisor, District 4	x	

The meeting was brought to order at 5:08 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

- Andy Brothers – District 2 Representative: No updates.
- Aiden Ledbetter – District 4 Representative: No updates.

- Lisa Cruz – District 3 Representative: Absent.
- Roz Stone – Low-Income Representative: Fourth and Hope has had sober living for men, after you get out of a program to get off alcohol or other, but I've noticed in the last 2 months they also have sober living for women located in the old fourth and hope building in Woodland.
- Cecilia Zaragoza – Low-Income Representative: Absent.
- Irma Rodriguez – Community Organization Representative: No updates.
- Jocelyn Lopez – Potential Low-Income Representative: Absent.
- Kerrie Covert – HHSA Manager I – Board Staff: The sheltered and unsheltered PIT count will be done this month; different cities have committees that will be going to count the homeless in encampments and facilities.
- Alex Halcon – HHSA Analyst – Board Staff: No updates.
- Pete Vargas – HHSA Analyst – Board Staff: No updates.
- Amrinder Singh – HHSA Analyst – Board Staff: No updates.

3. Public Comments: None.

4. Approval of the 1/9/24 Agenda were approved with the addition of adding an item to vote on a chairperson and vice chairperson.

Motion: Aiden Ledbetter

Second: Irma Rodriguez

Ayes: Unanimous

Nays: None

Abstentions: None

5. Approval of the 12/12/23 Minutes were approved.

Motion: Aiden Ledbetter

Second: Roz Stone

Ayes: Unanimous

Nays: None

Abstentions: None

6. CSAB Board to Vote on Term for Roz Stone and Lisa Cruz – Pete Vargas

- Pete Vargas, an HHSA analyst went over the roster and asked the board for a motion to reinstate terms for Roz Stone and Lisa Cruz. Aiden Ledbetter brought up the question about the district representatives being appointed by the Board of Supervisor because that should be done by them. Lisa Cruz new term was postponed.

Roz Stone's new term 1/1/24-12/31/27 was approved.

Motion: Aiden Ledbetter

Second: Irma Rodriguez

Ayes: Unanimous
Nays: None
Abstentions: None

7. CSAB Bylaws Update – Pete Vargas

- Pete Vargas went over the updates and changes that were done to the CSAB Bylaws; he first reviewed the section about membership noting that “a) Three (3) representatives of low-income persons from Yolo County shall be democratically selected by members of the public, age 18 and over, attending public meetings of the CSAB, who live within Yolo County. b) Should no low-income members or low-income representatives not be present to vote at a meeting of a CSAB board, the CSAB board will take action to select the most qualified low income applicant. c) CSAB board members will then take action to ratify the appointment of Yolo County Low-Income representatives” Andy Brothers suggested to remove “not” from “b) Should no low-income members or low-income representatives not be present to vote at a meeting of a CSAB board, the CSAB board will take action to select the most qualified low-income applicant.” The next section that was reviewed was updating the section terms, “c) No member may serve more than two (2) consecutive terms on an advisory committee without at least one (1) year break in service before becoming eligible for reappointment. *Members may participate more than (2) consecutive terms if they are in good standing and is approved by the Board of Supervisors.”

CSAB Bylaws update was approved.

Motion: Aiden Ledbetter
Second: Roz Stone
Ayes: Unanimous
Nays: None
Abstentions: None

8. CSAB Budget Update and RFP Award Determination – Pete Vargas

- Pete went over the recommendation from HHSA for the CSAB board would be to approve the use of CSBG funding to fund 1 permanent CSBG analyst, allocate additional CSBG funding for Emergent Needs/Direct client services and recommend RFP proposals be submitted to the Executive Commission on Homelessness for funding recommendation. The reason for this recommendation is that the county received technical assistance from CalCAPA regarding ways to make CSBG more efficient and make the program cost effective, the current analyst assigned to CSBG funding is a Limited-Term position and the complexity of CSBG and the multiple deliverables throughout the year require institutional knowledge to be effective long term and the cost to manage CSBG exceed the allocated amount of CSBG funds awarded. He went over the impact of the current structure and the costs associated with the implement of CSBG program. Kerri Covert, an HHSA Manager sated that Pete’s position is Limited-Term to two years and if we don’t fund him permanently, we’re going to have to start over and pick up the pieces when his funding ends. She believes that by utilizing a permanent CSBG analyst and inputting all other funding streams of homeless dollars into the CSBG system, it will give you a larger picture of what’s happening in Yolo County so we get your feedback on where you think, things will be needed. She also stated that previously, they approved \$140,000 for direct client services and with those services we

were able to keep people in their homes by paying back rent, get individuals out of the street if there is severe weather by housing them in motels, among helping an individual who had a medical condition in the summer when there was a heat wave and we were able to pay her past due utility bill so her power stayed on. Lastly, the reason for taking the recommended RFP proposals be submitted to the Executive Commission on Homelessness for funding recommendations is to provide services and have additional funding streams.

Option 1 – The CSAB board approved the use of CSBG funding to fund 1 permanent CSBG analyst, use additional CSBG funding for Emergent Needs/Direct client services, and take the recommended RFP proposals be submitted to the Executive Commission on Homelessness for funding recommendation.

Motion: Irma Rodriguez

Second: Roz Stone

Ayes: Unanimous

Nays: None

Abstentions: None

9. **2023 (Q3 & Q4) CSBG Performance Measure Report was postponed to next meeting because of time.**

10. Chairperson and Vice Person – Andy Brothers

- Roz Stone nominated Any Brothers to continue to be the Chairperson and Aiden Ledbetter nominated Irma Rodriguez to be the Vice Person and with both Andy and Irma agreeing to the nomination they proceeded to a vote.

Andy Brothers and Irma Rodriguez were approved to be the Chairperson and Vice Chairperson for CSAB.

Motion: Aiden Ledbetter

Second: Roz Stone

Ayes: Unanimous

Nays: None

Abstentions: None

11. **Adjournment:** Meeting was adjourned at 6:06 p.m. by Andy Brothers.

Next Meeting: Tuesday – March 12, 2024, from 4:30 p.m. to 6:00 p.m. at 500A Jefferson Blvd, West Sacramento