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**REGULAR MEETING OF THE
COMMUNITY ACTION BOARD**

DATE: Wednesday, March 11, 2020

TIME: 10:00 a.m.

PLACE: Hillsdale Career Center
5655 Hillsdale Blvd., Suite 8
Sacramento, CA 95842

While the Community Action Board welcomes and encourages participation in the Board meetings, it would be appreciated if you would limit your comments to five minutes so that everyone may be heard. Matters under the jurisdiction of the Community Action Board and not on the posted agenda may be addressed by the general public following completion of the regular agenda. The Community Action Board limits testimony on matters not on the agenda to five minutes per person and not more than fifteen minutes for a particular subject. Meeting facilities are accessible to persons with disabilities. Requests for Assistance Listening Devices or other considerations should be made through the Clerk's office at (916) 263-3827. This document and other Board meeting information may be accessed through the Internet by accessing the SETA home page: www.seta.net.

AGENDA

PAGE NUMBER

I. Call to Order/Roll Call

II. Consent Item

A. Approval of Minutes of the February 12, 2020 meeting 2-9

III. Action Item

A. None

IV. Information Items

- A. Community Services Block Grant Program Operator Presentations: 10
- International Rescue Committee
 - Waking the Village
- B. Community Action Board Member Orientation Announcement 11
- Organizational Standard 5.7: Board members oriented within six months of start date

V. Reports to the Board

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- A. Chair
- B. Executive Director
- C. Program Manager
- D. Members of the Board
- E. Public

VI. Adjournment

DISTRIBUTION DATE: WEDNESDAY, MARCH 4, 2020

COMMUNITY ACTION BOARD MEETING ATTENDANCE 2020

BOARD MEMBER	Represented Sector	1/8	2/12	3/11	4/8	5/13	6/10	7/8	8/12	9/9	10/14	11/11	12/9	# of meetings attended
Wajma (1/8) Arghandiwal	Low Income Sector	X	X											
Lisa Culp	Private Sector	RESIGNED 1/8/20												
LaShelle Dozier	Public Sector	X	A											
Dominique Espinosa (8/1)	Low Income Sector	A	A											
Anthony Garcia	Public Sector	X	X											
Kristin (9/18/19) Gibbons	Public Sector	X	A											
Alma Leiva (1/8)	Low Income Sector	A	X											
Genevieve Levy	Private Sector	AP	X											
Donald Migge	Private Sector	X	X											
Antoine (1/8) Montgomery	Low Income Sector	X	X											
Jon Rango (2/6)	Private Sector		X											
Rivkah Sass	Public Sector	X	A											
Sam Starks	Public Sector	X	X											

ITEM II-A - CONSENT

APPROVAL OF MINUTES OF THE FEBRUARY 12, 2020 REGULAR MEETING

BACKGROUND:

Attached are the minutes of the February 12, 2020 board meeting.

RECOMMENDATION:

Review, make any necessary corrections and approve the minutes.

PRESENTER: Julie Davis-Jaffe

REGULAR MEETING OF THE COMMUNITY ACTION BOARD

Minutes/Synopsis

(The minutes reflect the actual progression of the meeting.)

SETA - Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

Wednesday, February 12, 2020
10:00 a.m.

I. Call to Order/Roll Call

Mr. Anthony Garcia called the meeting to order at 10:02 a.m. The roll was called and a quorum was established.

Members Present:

Anthony Garcia, Chair, Child Action, Inc.
Wajma Arghandiwal, Mutual Assistance Network
Jon Rango, Boys and Girls Club of Greater Sacramento
Donald Migge, California Community Credit Union
Antoine Montgomery, Head Start Policy Council
Rivkah Sass, Sacramento Public Library Authority
Sam Starks, SMUD
Genevieve Levy, Sacramento Food Bank and Family Services (arrived at 10:08 a.m.)
Alma Leiva, Head Start Policy Council (arrived at 10:09 a.m.)

Members Absent:

LaShelle Dozier, Sacramento Housing & Redevelopment Agency
Kristin Gibbons, County Department of Human Assistance
Dominique Espinosa, Mutual Housing California

➔ Introduction of new member:

- **Jon Rango**, Boys & Girls Club of Greater Sacramento: Mr. Jon Rango introduced himself; he's the Chief Operating Officer of the Boys and Girls Club. They have eight sites around the Sacramento region.

III. Action Item: None

IV. Information Items

A. Community Services Block Grant Program Operator Presentations: Elk Grove Food Bank and Wind Youth Services

Ms. Valerie Irwin, Volunteer Coordinator at the Elk Grove Food Bank; they have been serving those in need since 1974. In 2019, they served 579,000 meals, which was food to allow their clients to prepare meals. They see 6,000 clients

every month. They distribute their food through the food bank located at a warehouse in Elk Grove. No one is turned away. The warehouse is antiquated but they have an excellent support system with their local markets that provide fresh produce. They serve clients living in Elk Grove, Wilton, Sloughouse, Franklin, and the South County. Their administration cost is 6%.

Ms. Levy arrived at 10:08 a.m.

Impact Matters is a nation-wide, non-profit organization where donors have an opportunity to do research into an agency that they are interested in donating to. Impact Matters analyzes the efficiency and the effectiveness of the money donated in a number of areas. Of the 300 food banks/kitchens/soup kitchens in the United States, Elk Grove placed #6 in the country. For every \$25 donated, they can provide enough food for 42 meals. They also have seven mobile distribution sites; they go out once a month to specific senior centers and take the food to the seniors. They have a wellness program that provides food for those that are unable to come to the food bank.

Ms. Leiva arrived at 10:09 a.m.

In 2019 they amassed over 20,000 volunteer hours to assist in performing their mission. They have a pet pantry; they also provide dog/cat food. They have a veterans' assistance program that provides assistance to veterans needing help with food, car repair assistance, and other areas of need. They also have a program for those who are on the cusp of losing their home and provide rent assistance and utilities assistance. They have a veteran's program providing up to \$5,000 for down payment or closing costs on a home purchase.

Cathy's Clothes Closet is part of their warehouse; anyone coming for food is asked if they need clothing as well. The clothes in Cathy's Closet are donated by the public and range from children to adult. The Elk Grove Police Department donated \$5,000 specifically for the purchase of new underwear and socks. One of their employees is a certified CalFresh intake coordinator to assist clients to connect with the CalFresh program. Food insecurity, not knowing where your next meal comes from, is continuing to grow every day. Sacramento is the #10 county in the state with food insecurity. They estimate that only 2.7% of their clients are homeless, but this may not be accurate since some clients may not want to self-report. They are hoping for a new building soon; they were granted a \$4 million grant in the California budget for a new warehouse. They've also seen their private donations decline as a result of their grant. Ms. Irwin thanked the board for the support.

Mr. Stark asked if they collaborate with the Sacramento Food Bank? Ms. Irwin replied that they are part of the Sacramento Food Bank. Once Elk Grove is documented at a population of 200,000, they can be considered a stand-alone

Feeding America program. Ms. Levy stated that the Sacramento Food Bank is only one of several food banks from which they source food.

Ms. Irwin stated that they also partner with the Elk Grove Community Garden. These gardens are cared for by volunteers and the produce is then donated to the food garden. This is a wonderful partnership to provide fresh produce.

Mr. Garcia asked if the Food Bank is considering accessing funds specifically earmarked to assist the homeless population. Ms. Irwin replied that they have to be careful when talking with their donors because there is a sense from a number of people that they are encouraging homelessness since they are helping the homeless population. They tell donors that they protect and hopefully abort the possibility of them ultimately becoming homeless.

They are working to increase their veteran's program and will be marketing their services with the local veteran's assistance centers.

They are working with the Elk Grove Unified School District to offer a backpack program where students can take food home over the nights and weekends.

Mr. Rango stated that providing food at night and on weekends is very important. There are also youth afterschool programs and sometimes they have a better idea of kids that need referrals. Ms. Irwin stated that she is not familiar with programs available to students in Elk Grove. They have a church that provides hot meals on Saturdays and Sundays. It is important to get everyone at the table on how to address the situation and solve problems.

Ms. Leiva inquired what board members could do to help. Ms. Irwin replied that just passing along information is very helpful. They are partnering with the Sacramento County Sheriff's Department; they have an alternate sentencing program (minor violations) and those people can elect to do community service hours. They see a lot of people through that program that assist in the program as volunteers. Just being able to tell people has made a huge difference. They are always looking for more funding and volunteers.

Mr. Montgomery asked how the grocery stores assist? Ms. Irwin replied that almost all grocery stores in Elk Grove have arrangements with the food bank. They have three part-time drivers that go around seven days a week. The issue is that produce is their biggest need but they receive produce from grocery stores that gets a little 'edgy;' their standard is if they would not buy the produce themselves, they would not give it to their clients so the produce goes to local hog farmers. Most of their produce is purchased.

Peter Bell, Associate Director for Program Sustainability, Wind Youth Services:

Mr. Bell stated that Wind serves youth 12-24 years of age that are homeless or at-risk of homelessness. Homelessness looks very different and can range from

couch surfing, staying with relatives or living in a tent. Every two years they do a point-in-time count and in 2019 found the number of homeless youth is on the rise, which is why it is so critical to mitigate the possible reasons for homelessness. They provide three different emergency shelters ranging from 21 to 90 days. They operate the only emergency shelter for youth 12-17 years of age. They operate a shelter for youth 14-17 years of age and another shelter for those 18-24 years of age. They operate five different housing programs ranging from transitional housing (from nine months to two years) to permanent supportive housing which is funded through HUD; they can be served up to age 30 but they are generally then served by adult programs. They have a drop-in center and a homeless prevention center. There are three different points of entry: 1) youth can call the shelter number 24 hours per day and can talk to someone, 2) youth can come in person to the drop-in center which is open 7 days a week, 3) youth can be in contact with Wind through the outreach center or an outreach worker.

They believe in a theory of change. The foundation of services is basic needs such as food, shelter and security which is critical. They have 200 unique youth per month and they see 50 youth per day that come into the drop-in center. They use family self-sufficiency program funds to help youth become employed and help them to find what they are passionate about. Their staff help to identify the youth's goals and then assist in connecting them with services. They create a culture of hope for their youth clients. They also cultivate connections with employers and help the youth learn how to be good employees.

At Wind, they create a culture of hope and optimism; they are very grateful for the funding through CSBG to assist the youth.

Mr. Starks stated that part of the CAB's move forward is to challenge organizations to look systematically long term and have a sense of advocacy to deal with systemic homelessness. It is difficult to see the systemic problem and then figure out how to deal with it systematically. Has Wind had an occasion to see the structural issues and try to figure out some long-term structural change? Mr. Bell replied that the work is not enough to deal with day-to-day but there is a systemic issue. As a community, they are seeing youth homelessness put into the priority for services that are coming out with government funding coming forward. There are programs coming out that work specifically with homeless youth. It does take advocacy and people coming together. He sits on the systems performance board for the Continuum of Care to advocate for systems change for the community as a whole. There are so many systems that are closed and do not work together. They are now working with mental help services to advocate for young people needing mental health assistance. It is not just enough to do the work or advocate for systems change but you need to get people in the same room and work together; break down the silos.

Mr. Rango asked what type of partners Wind has to serve older youth. Mr. Bell replied that Goodwill has programs that assist youth aging out into adult programs. A lot of young people do not want to leave their program but they continue to support youth even if they age out through phone calls or a connection to a person.

Mr. Montgomery asked about the intake process for their program and what happens if one of their youth has substance or mental health issues? Mr. Bell stated that there is an intake process that all youth are asked to go through although it is a lengthy process involving a case manager. Sometimes it is too much for the youth to handle on Day 1 so their priority is taking care of very basic needs and they are scheduled with a case manager at a later time. They typically operate from a low barrier perspective and offer shelter whether they are high or have some sort of abuse; their goal is to find what can they do to mitigate the most harmful problem with their abuse. In general, it comes down to conversation and connection. They do not turn someone away if they are drunk or high but provide them a quiet place and then connect with them the next day.

Ms. Arghandiwal asked would a person with a child be eligible for services. Mr. Bell stated that they do not operate family programs so no beds for children under 12 but they partner with organizations that do. Those programs are very impacted. There is a one to two-week waitlist to get into their shelter but they cannot have children. They have some programs for children to be there but not emergency services.

Mr. Starks asked if are they getting assistance from SMUD/PGE/Regional Transit? Ms. Robyn Rose Hamer, Executive Director, Wind, stated that they are; SMUD awarded Wind with a \$100,000 Shine grant to renovate bathrooms at their downtown location. This includes bathrooms, high efficiency washer and dryer, and some kitchen renovations. They are receiving the non-profit rate for SMUD. They served 1,100 youth in 2019; youth come to them because they know they can receive help through word-of-mouth.

Mr. Garcia asked about the employment services part of their program. What have you seen in terms of a commitment from the employer and how much interest do you see from private employers and public employers? Ms. Rose Hamer replied that she is very excited to continue work as a job developer helping to raise awareness with employment opportunities. They have a collaborative grant funded through GoBiz, a community investment grant, that focuses on the need for employment services curated in a way for their population. They support this with a variety of internship and externship programs. It is important to understand that the traditional route for employment is not the normal route for the kids that are in the lower economic status.

- B. Program Operator Report – 4th Quarter: Ms. Julie Davis-Jaffe reviewed the 4th quarter CSG report. The Family Self Sufficiency programs were reviewed.

Programs are doing more with the increased connection with the job centers. There will be a Sacramento Works Career Center site supervisor and CSBG service provider meeting to assist with making connections. Some of the reports are not complete because staff are still compiling data.

- C. Community Services Block Grant Fiscal Monitoring Report: There were no findings on this report.

II. Consent Item

- A. Approval of Minutes of the January 8, 2020 meeting

The minutes were reviewed; no questions or corrections.

Moved/Starks, second/Levy, to approve the January 8, 2020 minutes.

Roll call vote:

Aye: 8 (Arghandiwal, Garcia, Leiva, Levy, Migge, Montgomery, Rango, Starks)

Nay: 0

Abstentions: 0

Absent: 4 (Dozier, Espinosa, Gibbons, Sass)

V. Reports to the Board

- A. Chair: Mr. Garcia thanked the Sacramento County Library for the work they did with the City of Sacramento for the Early Learning Summit. There was a great turnout and it is clear that attention is being given to young children for high risk in the community.

➔ Introduction of new members:

- **Alma Leiva**, Head Start Policy Council: Ms. Leiva introduced herself. She has two Head Start children, one with an IEP. She got involved to learn the various services that are available. There are a lot of people that miss out on available services because they do not know about them.
- B. Executive Director: Ms. Kathy Kossick welcomed the new members. She asked for the board to consider perhaps meeting at a comprehensive job center (Hillsdale) and then have a short tour after the meeting. The Sacramento Works Workforce Development Board will be meeting at Hillsdale for their March board meeting. Ms. Kossick stated that it would be beneficial to board members to see what goes on at the job center. Staff will be coordinating with board members to determine a date for this job center meeting.
- D. Program Manager: Ms. Davis-Jaffe welcomed the new members. She is excited to say that as of this month we do have a full 12-member board. Ms. Davis-Jaffe stated that all of the service providers are scheduled to give board presentations between now and October; two to three presentations will be given at each

meeting. Ms. Davis-Jaffe would also like to set up a schedule to invite members to visit the providers to see what actually happens at the program sites.

- E. Members of the Board: No comments.
 - E. Public: Mr. Jeffery Tardiguila reminded members to get out the vote and to fully participate in the 2020 census. There is \$2,000 per person for each census count.
- VI. Adjournment:** The meeting was adjourned at 11:28 a.m.

ITEM IV- A - INFORMATION

COMMUNITY SERVICES BLOCK GRANT PROVIDER PRESENTATIONS

BACKGROUND:

International Rescue Committee and Waking the Village will provide a presentation of their program and services.

PRESENTER: Julie Davis-Jaffe

ITEM IV-B - INFORMATION

COMMUNITY ACTION BOARD MEMBERS ORIENTATION

BACKGROUND:

Standard 5.7 of the CSBG Organizational Standards states, "The department has a process to provide a structured orientation for tripartite board/advisory body members within 6 months of being seated."

At the conclusion of the March 11, 2020 CAB meeting, staff will provide an orientation to CAB members who have not yet received it.

PRESENTER: Julie Davis-Jaffe

ITEM V - REPORTS TO THE BOARD

A. CHAIR'S REPORT

The Chair of the SETA Community Action Board on a regular basis receives numerous items of information concerning legislation, current programs and agency activities.

The important information from the material received and meetings attended will be shared with the entire Board and the method proposed by the Chair is to give a verbal report at each regular meeting. It will also allow time for the Board to provide input on items that may require future action.

B. EXECUTIVE DIRECTOR'S REPORT

This item is set aside to allow the Executive Director of the Community Action Program to report to the Board on any items of important information or to deal with special requests which need to be addressed but, because of time constraints, were not included in the formal SETA Community Action Board packet.

The Executive Director's Report also allows the opportunity for the Executive Director to apprise the Board of upcoming events, significant agency activities, or conferences.

C. PROGRAM MANAGER

This item provides an opportunity for Ms. Julie Davis-Jaffe, the CSBG program manager, to provide an oral report on issues not included in the agenda packet.

D. MEMBERS OF THE BOARD

This item provides the opportunity for SETA Community Action Board members to raise any items for consideration not covered under the formal agenda. It also provides the opportunity for Board members to request staff to research or follow up on specific requests or to ask that certain items be placed on the next agenda.

E. PUBLIC PARTICIPATION

Participation of the general public at SETA Community Action Board meetings is encouraged. Members of the audience are asked to address their requests to the Chair, if they wish to speak.