

CAP SOLANO JPA TRIPARTITE ADVISORY BOARD

Monday, April 24, 2023 | 2:00 – 4:00 P.M.

MEETING MINUTES

1. Call to Order

John Eckstrom called the meeting to order at 2:03 pm.

2. Roll Call

Members in Attendance

John Eckstrom

Ashley Banta

DeAndre Richard

JR Matulac

Lisa Martin

Mary Decker

Tom Bartee

Supervisor Wanda Williams

3. General Public Comments – 2 minutes per person

There were no public comments.

4. Additions or Deletions from the Agenda

There were no additions or deletions from the Agenda.

5. Approval of the Agenda – ACTION

Supervisor Williams made a motion to approve the Agenda. Tom Bartee seconded the motion. There were no abstentions or objections. The motion carried.

6. Consent Calendar – ACTION

6.1 Approve Tripartite Advisory Board Minutes from January 23, 2023

Tom Bartee made a motion to approve the Agenda. Supervisor Williams seconded the motion. There were no abstentions or objections. The motion carried.

7. Low-Income Representative Announcement & Introduction

Reneé Parham announced Ashley Banta as the new Low-Income Representative on the Tripartite Advisory Board. Ashley Banta gave a brief introduction and stated her current affiliation with Vacaville Solano Services Corporation.

8. Tripartite Advisory Board Chair Election

John Eckstrom announced the pre-meeting nominations and asked for any in-person nominations, there were no new nominations. Supervisor Williams and John Eckstrom spoke on their reasons for wanting to be the Chair before leaving the room, and Reneé Parham informed the board about Elizabeth Muniz-Palomera's experience as she was unable to attend for work-related reasons. Once the in-person nominees left the room the rest of the Board cast their vote. Supervisor Williams and John Eckstrom returned and cast their votes to complete the quorum requirements. Supervisor Williams had the most votes and was nominated as the new Chair of

the Tripartite Advisory Board.

9. Old Business/Standing Agenda Items

9.1 Coordinated Entry and DV-CE Report Presentation

DeAndre Richard and Christina Sinohui gave their quarterly report summaries as presented in the [public folder](#) and at the last three CAP Solano JPA Board Meetings.

9.2 Fiscal Report

9.2a 2022/2023 CSBG Annual Grant Program Update

Karen Craig gave an update on the spending of the 2022 and 2023 Community Services Block Grant as shown in the public folder.

9.3 Community Action Agency Report

Megan Richards updated the Board that the first of two Strategic Planning sessions were completed on Saturday, April 22, 2023, and among the topics of discussion was the consideration of having joint meetings between CAP Solano JPA, the Continuum of Care and the Tripartite Advisory Board to increase communication and connectivity. Megan Richards stated that the first meeting was generally an overview of homelessness and the system of care in the county of Solano with additional conversation around staffing for the JPA, and homeless data in the county to be discussed at the upcoming meeting on April 27, 2023.

9.4 Approve TAB Bylaw Edits

Reneé Parham reviewed and shared on screen the edits that were discussed at the Quarter 1 Tripartite Advisory Board Meeting in January. John Eckstrom asked if Exhibit A was a required document as it seemed like a duplication of stated items already in the Bylaws. Devra Edelman explained that Exhibit A is a required document per the Community Services Block Grant. John Eckstrom made a motion to approve the edits in the Bylaws as presented. Mary Decker seconded the motion. There were no abstentions or objections. The motion carried.

10. New Business

10.1 2024-2025 CSBG Community Needs Assessment Action Plan Presentation and Prioritization

Devra Edelman presented the initial presentation and prioritization to the Board for input. After a robust discussion, it was determined that more time was needed to come to a decision and it was agreed to be voted upon at the Special Meeting on June 12, 2023 for presentation to the JPA Board for their input at the CAP Solano JPA Board Meeting on June 22, 2023.

10.2 Accept the CAP Solano JPA Annual Report

Reneé Parham presented the report as given to the CAP Solano JPA Board and located in the public folder. The Tripartite Advisory Board unanimously agreed to accept the report as presented.

11. Staff Updates

11.1 Staff Communications – Conflict of Interest Form Reminder

Reneé Parham informed the Board that a reminder for Conflict of Interest Forms would go out to Board Members who had not turned theirs in yet.

12. Adjourn

The meeting was adjourned at 4:05 pm.