

**Colusa-Glenn-Trinity Community Action Partnership Board Meeting Minutes**  
**July 28, 2021 – 10:00am**  
**via Zoom Meeting**

| Agenda Items   | Discussion   | Actions & Recommendations  |
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| <b>I. Call to Order/ Quorum Established/ Introductions</b>   |  |  |
| <p><i>Resumed Agenda as Published.</i></p> <p><b>B. Read CAP Pledge</b></p>  | <p>The meeting was called to order at 10:04 am by Sheri White. Staff Member Robyn Nygard took roll call to establish a quorum.</p> <p>Those in attendance:<br/> <b>Board Members:</b> Merced Corona (C), Daurice Smith,(C), Donna Dennis (C), Bill Wathen (G), Sheri White (T), Liz Hamilton (T), Dan Frasier (T), Jan Saxon (T), Elizabeth Kelly, Tom Arnold (G), Debbie Moutter(G) Dan Fraser, Gilbert Goethard (G) Jan Saxon</p> <p><b>CGTCAP Staff Members:</b> Kathryn McDaniel, Robyn Nygard, Brenda Enriquez, Shelly Ohlms, Randy Royce</p> <p><b>Guests:</b> Jamie Umble</p> <p>Board Member Sheri White recited the CAP pledge.</p> | <p>Note:<br/> (C) Colusa County<br/> (G) Glenn County<br/> (T) Trinity County</p>  |
| <b>II. Requests by Members of the Public to Address the Board – Chair (Pursuant to Section 54954.3 of the Ralph Brown Act)</b>   |  |  |
|  | none   |  |
| <b>III. Consent Calendar – Staff and Board - (Action)</b>  |  |  |
| <p><b>A. Meeting Notice and Posted Date as Required by the 1994 Brown Act – Staff</b></p> <p><b>B. Agenda Additions</b></p> <p><b>C. Approval of July 28, 2021 Agenda</b></p> <p><b>D. Approval of July 28, 2021 Minutes</b></p> | <p>Staff member Kathryn McDaniel reported that the agenda was posted at the Board Supervisors offices on Friday, July 23rd. Sent to Colusa, Glenn, and Trinity Counties, and at the CGTCAP Office in Orland as well as the CGTCAP website.</p> <p>None.</p>  | <p>Motion to approve the Consent Calendar<br/> M/S: D.Moutter/E.Kelly<br/> Motion passed with all others in favor.</p> <p>M/S: M.Corona/ D.Dennis<br/> Motion passed with all others in favor.</p> |
| <b>IV. CAP Plan Presentation - Staff</b>   |  |  |

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| <p><b>A. Presentation – The Impact of ACES and Importance of Trauma Informed Care</b></p> | <p>Presentation by Terri Fields Hosler, MPH, RD<br/>Questions were invited after the presentation.</p> <p>Board Member Liz Hamilton (T) shared mental health workers are now in 7 of the county schools with teachers getting information about students’ issues privately.<br/>Staff Member Shelly Ohlms explained the CHW program within Glenn County. There are 2 workers, one in Willows and one in Orland.<br/>Board Member Donna Dennis reported that Colusa County does not have a program that matches Glenn And Trinity counties at this time.<br/>Discussion and Question and Answers session with Terri Fields Hosler continued.</p>   |  |
| <p><b>V. Administrative Business/ Housekeeping – Staff and Board</b></p>                  |   |  |
| <p><b>A. CGTCAP Board Member Trainings</b></p>  | <p>Staff Member Kathryn McDaniel reported the new board member trainings in June, were able to make contact with about 75% - Will reach out to those unable to attend to see how the staff can help them as new board members.</p>  |  |
| <p><b>VI. Executive Director’s Report – Bill Wathen, Deputy Director</b></p>              |   |  |
|   | <p>Deputy Director Wathen turned over the beginning comments to Staff Member McDaniel regarding updates on CSBG and Dos Rios COC.<br/>Staff Member McDaniel reported that Connie Scott officially retired in June 2021. Since Fall 2020, CAD has employed a community outreach worker to spread the word out about the programs that CAD offers and hope to add as a permanent outreach position soon.<br/>Still actively recruiting for housing and rehab worker, as they can go out to homes now to perform weatherization.<br/>CAD Report went to the State on time, waiting to see if it was approved. All sub-agreements as well as information on the Dos Rios COC are in board member packets. Kendall Wilson is a great resource if you have any questions. Parkside will become the CAD navigation center for Glenn County.</p> <p>Bill Wathen reported on funding opportunities for all 3 counties coming soon to enrich our services in all 3 counties. Glenn County offices are open to the public again.<br/>Bill introduced Jamie Umble to speak about her role in the non-profit. Shared the vaccine outreach program ideas. Jody Samons will work on vaccination clinics.</p> |  |
| <p><b>VII. Reports – Staff - Action</b></p>   |   |  |
| <p>A. Programmatic Report – Staff – Steve Peirce, Weatherization Manager</p>              | <p>A. <b>Programmatic Reports:</b> Randy reporting for Steve Peirce. Discussed program that will provide \$3000 per family for utility assistance. Weatherization is open for all 3 counties and are getting homes re-assessed.</p> <p><b>Motion A</b> – Accept the Programmatic Report as presented.</p>   | <p><b>Satisfies Org. Standard 5.9</b><br/><i>“The Department’s Tripartite Board/advisory body receives programmatic reports at each regular board/advisory meeting.”</i></p> |

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| <p>B.Fiscal Report – Staff – Randy Royce, Fiscal Manager</p>   | <p>B. <b>Fiscal Report: CGTCAP</b> Staff Randy Royce reported on what we planned to do in 2021 and what we were able to do were drastically different because of the pandemic. We were able to help a lot of folks because of the funding that came in. Randy shared a CAP funding narrative 2020-21 Weatherization and housing Service Unit spreadsheet, included in the packets for Board members. Questions were welcomed.<br/> <b>Motion B</b> – Accept the Fiscal Report as presented.</p>   | <p><b>Motion A – Programmatic Report</b><br/> M/S: D.Moutter /L. Hamilton unanimous</p> <p><b>Satisfies Org. Standard 8.7:</b><br/> <i>“The tripartite board/advisory body receives financial reports at each regular meeting, for those program(s) the body advises, as allowed by local government procedure.”</i></p> <p><b>Motion B - Fiscal Report</b><br/> M/S: D. Moutter/L. Hamilton unanimous</p> |
| <p><b>VIII. Board Member/ Individual County Issues – Open Discussion on Emerging Regional Issues</b></p> |   |  |
| <p><b>A. Colusa County</b></p>   | <p>Board Member Donna Dennis reported out that Colusa is working with Regional Housing Authority for more section 8 vouchers as well as the “ No Place like Home” project. BH department is looking to get a board and care facility in county. They are also looking for an after-school care center for teens.<br/> Board Member Elizabeth Kelly reported about getting people vaccinated and finding it challenging.</p>   |  |
| <p><b>B. Glenn County</b></p>  | <p>Board Member Phil Zabell sent a PowerPoint presentation to Staff member Kathryn McDaniel to share with the Board. Staff Member McDaniel shared the 4 slide PowerPoint presentation. Elizabeth Kelly wanted to make sure to say thank you to Phil for his passion with working/reaching out to those representatives what Community Action does.<br/> Board Member Kathryn McDaniel reported out on Glenn County’s” No place like home” project. Still trying to secure a property in South County.</p>   |  |
| <p><b>C. Trinity County</b></p>  | <p>Board Member Liz Hamilton – We are still evaluating land -we will have to have this figured out my September for the “No place like home” project. Public health purchased a mobile health clinic – Nurses are out in the community on Fridays, setting up vaccines, seeing the homebound – we have a recent spike in cases also a similar spike in vaccine requests. August fire debris clean project – over 38,000 tons of debris have been removed.<br/> Board Member Sheri White reported helping people getting back to their property after the August Fire cleanup.</p> |  |
| <p><b>D. Other Universal Concerns</b></p>  | <p>None.</p>  |  |
| <p><b>IX. Governing Board Actions – Notice Only</b></p>  |   |  |
|  | <p>Board Members were directed to their packets for a summary of recent governing board actions pertaining to CGTCAP. For full details, please go to the Glenn County website.</p>  |  |

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| <b>XI. Announcements – Staff – Report</b>      |  |  |
|  | NONE   |  |
| <b>XI. Confirmation of Next Meeting- Chair</b> |  |  |
|  | The next meeting will be October 27, 2021 at 10 am either Zoom, in person or a hybrid meeting. Asked for discussion. Staff Member Kathryn McDaniel will check on the Brown Act ending in September. Elizabeth Kelly requested that the Board wait until mid-September to decide about meeting in person. |  |
| <b>XI. Adjournment</b>                         | Board Member Sheri White adjourned the meeting.  |  |

Respectfully submitted by: Kathryn McDaniel, Community Action Manager, Colusa-Glenn-Trinity Community Action Partnership

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