



Nevada County
Adult & Family Services Commission Meeting Minutes
January 14, 2020 - 1-2:30 p.m.
Empire Room, 950 Maidu Ave, Nevada City CA 95959

1. **Welcome – AFSC Chair - (1 Minute).** Meeting called to order at 1pm.
2. **AFSC Board Business - (4 Minutes) - ACTION ITEMS**
 - Roll Call & Quorum: Present--Douglass Fleming, Lang Waters, Dena Valin, Jennifer Morrill, Janeth Marroletti. Absent--Ana Acton and Jennifer Hershon.
 - Additions to the Agenda--none
 - Approve May 14, 2019, June 11, 2019, October 8, 2019 and November 12, 2019 Minutes
 - i. Dena motioned to approve all of the minutes, Lang seconded, unanimous approval of motion.
 - AAA4 Advisory Council Appointments – Two vacancies
 - i. one appointment has been made to AAA4 by Board of Supervisors, but AFSC must still fill two vacancies.
3. **Officer’s Reports – (3 Minutes)**
 - Chair--none
 - Vice Chair --none
 - Correspondence Secretary--none (Ana Acton absent)
4. **Commission Applications & Resignations – (10 Minutes) – Action Item**
 - Review and approve/recommend application
 - i. 1 Public Vacancy--appointed by board
 - ii. 1 Low Income Vacancy
 1. Joel Radtke applied. Joel is a new resident from Southern California, owned a thrift store there. Currently acting Director of Administration and Finance at Hospitality House. Wants to be engaged in community.
 - iii. 3 Private Vacancies
 1. Kari Stehmeyer applied. Currently pursuing a Masters degree in Education. Has run Karing Closet for last 10 years, has extensive support from local businesses, schools and nonprofits. Wants to continue to advocate for kids.
 - iv. After review and discussion of applications Doug Fleming moved to approve the candidates as members of the commission and to recommend them to the Board of Supervisors for their consent agenda. Dena seconds the motion, the commission unanimously approves. These applications will be on the Feb. 11 Board of Supervisors consent agenda, new members will be able to vote in their next meeting.
5. **Standing Items – Rob Choate – (10 Minutes) -**
 - CSBG/CIF Budget/Funding/Program Update
 - a. we have moved to a calendar year
 - b. upcoming CSBG award contracts will be effective in March.
 - c. contracts are closing out, nonprofits had to spend their money by 12/31. Waiting for one more np to send numbers so that a report on results can be written that is due in Feb.

- d. SILK Consulting has signed a contract to help the commission go through the results, evaluate them, and how to use this analysis to update the CAP.
- 2020 CSD Contract

6. CSBG RFP 2020/2021 Contracts – (45 Minutes) – ACTION ITEMS

- Review and Approve CSBG Proposals for Funding
 - a. Commission has changed the bylaws to implement a new process wherein ALL commission members will evaluate and vote on applications (no sub-committee). Members that have a conflict of interest will recuse themselves from scoring appropriate applications. Doug, Dena and Janeth will each recuse themselves from scoring certain applications. As part of the new process only final scores will be displayed.
 - b. There was discussion around whether members should recuse themselves from the entire process, not just scoring the applications they worked on. It was granted that this is a good point and may warrant further consideration, but the commission agreed to continue scoring as has been done historically--to only recuse from particular applications, not the entire process.
 - c. There was discussion about whether to consider scores submitted by absent commissioners. It was agreed that scores from commissioners not present would be included and that any missing scores from these commissioners would be treated as a recusal.
 - d. Review and discussion of applications begins at 1:30, with each of the representatives from the various nonprofits that applied answering questions from commission members.
 - e. Project HEART.
 - i. uses google nonprofit to capture data
 - ii. is successful due to relationship building in the community, particularly with 5-10 local businesses that will hire justice involved.
 - iii. currently working on fundraising base to continue new position in the program beyond the end of the term of the grant
 - f. IFM
 - i. wanted to have a bigger impact, through evaluation of data determined that targeting single family homes was a way to do this.
 - ii. program entails collaboration with two local nonprofit groups that work on domestic violence. 75 of the 200 targeted service population will be referrals from these domestic violence groups.
 - iii. it is believed the impact will be much greater than 200, but limiting the population as defined will facilitate data gather and analysis in order to demonstrate impact.
 - g. Hospitality House
 - i. asking for a driver for their van.
 - ii. AFSC CAP identified transportation as impacting income disparity.
 - iii. HH has been awarded a Breaking Barriers to Employment grant. Transportation for the individuals involved in the BBtoE program will facilitate the goal of securing employment and thus of increasing income. CSBG complements BBtoE
 - iv. will serve 250 individuals.
 - h. NC Food Bank
 - i. discussion about the need for an industrial scale--it's expensive (\$10,000). This scale is needed for accurate measurement of pallets of food. Accurate measurements of food weight is important not only for analysis but also for the trucks transporting the food in I80, where the trucks are subject to being weighed. Accurate measurement of weight will facilitate accurate measurement of impact.
 - ii. data collection is done at distributions where food recipients self certify with respect to being low income and eligible. Impact would be measured with interviews e.g. "does this distribution impact your income?"

- iii. Rob Choate pointed out that CSBG funds cannot be used to purchase the scale as the scale is a physical asset and these kind of assets cannot be purchased with federal dollars.
- i. Gold Country Community Services
 - i. proposes a new program, a part time case manager to visit the homes of seniors and help them connect to services. By connecting them to services that are entitled to they will thereby increase their income.
 - ii. the case manager will target seniors that are not currently connected to Meals on Wheels and will serve 300 people.
 - iii. Rob Choate pointed out 1) time spent by individual doing data entry must be carefully tracked separate from general overhead and administration of GCCS and 2) funds cannot be used for the purchase of a laptop because that is a physical asset.
- j. Friendship Club
 - i. this is a new program to help unaccompanied, homeless teens.
 - ii. FC has historical outcomes data for other programs, but not for this one as it is only 6 months old.
 - iii. based on existing historical data Dena estimated that 95% of the teens helped enroll in college and 70% complete a degree or some kind of certificate. Vocational training is happening as well.
 - iv. youth are referred by school counselors, teachers, county behavioral health and even peers.
- k. Commission members scored the applications and submitted them to Rob Choate. Rob compiled and averaged the scores:
 - i. Hospitality House--47
 - ii. NC Food Bank--46
 - iii. Friendship Club--54
 - iv. Interfaith Food Ministry--45
 - v. Gold Country Community Services--53
 - vi. Project HEART--47
- l. Doug moved to approve the award of CSBG funds to Friendship Club and GCCS, Lang seconded the motion. Motion passed. Dena and Janeth abstained.

7. Agency on Aging Area 4 Report – Mary Schleeter – (10 Minutes)

- Mary Schleeter was absent, filling in for Mary was Yvonne Pacheco.
- One of the funders for AAA4 is closing
- JPEG meeting is at the end of March
- Money from CDA is expected soon, allocation by the end of Feb.
- There are new requirements for nutrition funding, data is being gathered from nonprofits

8. Request for New Business – (2 Minutes)

- none

9. Public Comment - (4 Minutes)

- none

10. Adjournment - (1 Minute)

- adjourned at 3p.

These notes were prepared by Lang Waters in the absence of the Secretary.