

Nevada County

Adult & Family Services Commission Meeting Minutes

February 12, 2019 - 1-2:30 p.m.

Empire Mine Room, Eric Rood Administrative Center

1. Welcome – AFSC Chair - (1 Minute)

2. AFSC Board Business - (10 Minutes) - ACTION ITEMS

- **Roll Call & Quorum**

- In attendance: Douglass Fleming, Dena Valin, Barbara Smith, Lang Waters, Ana Acton, Janeth Marroletti, Nancy Baglietto
- Absent: Cheyenne Little
- Guests: Jennifer Hershon, recently relocated from Marin to Lake of the Pines. Has submitted application to join commission; Mary Schleeter with Agency on Aging Ara 4 (AAA4); Yvonne Pacheco from AAA4.
- Cancelled the January 2019 due to inclement weather.
- Additions to the Agenda - None
- Approve December 11, 2018 Minutes - **Motion to approve minutes made by Nancy. Seconded by Lang. So moved.**
- AAA4 Advisory Council Appointments – Two vacancies. Interested individuals can talk to Janeth and Yvonne.

3. Officer's Reports – (15 Minutes)

- Chair - no report.
- Vice Chair – no report.
 - Dena Valin reported on the CalCapa Conference: Attended the four day CalCapa Conference in December, with Rob Choate. Picked different workshops to go to. Two-day workshop on designing systematic transformation. Some AFSC are run through counties, others are non-profits, learned how other communities are pulling together cross-sectors to address poverty. Learned how to convene meetings to get stakeholder input. Attended workshops specific to CSBG, overview of CSBG, will try to get materials electronically to share with commission members. How to go beyond compliance to leverage in community. Board of Commission Models that stood out: How can the community leverage the SCBG funding to bring more funding to deal with poverty in the community. How can the money put out in RFP to leverage other functions or funding such as for grant match. Some counties decided to not take CSBG funding. That allowed non-profit Community Action Committees that take on other funding and initiatives

(Head Start). CSBG used for administration or overhead and then raise funding to distribute to community partners. Examples were Glenn county. CSBG can be used for administration based on overall agency budget. Nevada County leverages \$10,000 in CSBG for a grant writers and consultants. Last year used the funding to leverage for Odyssey House Rehab.

- Next Step: Electronic materials will be shared with commission by Dena.
- Correspondence Secretary – no report.

4. Commission Applications & Resignations – (10 Minutes) - ACTION ITEM

- Barbara has been a long-standing member of the commission. She is moving to San Antonio to be with family and will be leaving the commission. Really proud of NC and how the county takes leadership and works with the non-profits, focuses on coordination and not competition. Example with bringing 211 to the county. Barbara will send an official letter of resignation by end of the week, effective immediately.
- Cheyenne Little has notified us that she is resigning, and we expect an official email from her with her resignation. She terms out at the end of April as well.
- Jennifer could replace Barbara as a member of the public. Jennifer has already submitted her application to join.
- Mary Tucker passed away on November 17th at 95 years old. She was a very vocal advocate for senior issues, especially transportation.
- Remaining positions open on commission include 4 private sector and 1 public sector representatives. Private is business or entity that supports low income individuals. The Community Center in NSJ is interested in joining. We would also like representatives from Truckee. Some current members could switch from low income to private sector representatives.
- **Motion was made by Douglass to recommend Jennifer appointment to the AFSC by the Board of Supervisors. Seconded by Lang. Motion passed unanimously.**

5. Standing Items – Rob Choate – (20 Minutes)

- CSBG/CIF Budget/Funding/Program Update:
 - Last year AFSC got \$30,000 for CIF but only awarded \$15,000 and used the remainder to support the administration's request for a VPN.
 - This year CSBG went to FREED, Hospitality House, and Project Mana. They had to spent portion of contract by December 31st. Contractor working on community needs assessment and CAP. Everyone is on track for spending.
 - 2019-2020 CIF RFP release and section – ACTION ITEM: 2019 CIF RFP draft was distributed for review. Have to apply for \$15,000 award for a total of 2 awards. This is for one-time projects with no administrative

allowable expenses. Have used it for vehicles, freezers, etc. Doesn't have the same federal restrictions as the CSBG funding. Release February 22nd, application due March 22nd.

- Need 2 volunteers to review applications to make sure they are complete and meet goals to submit to scoring committee. Scoring Committee will have until April 1st to get scoring sheets back to Rob. Will meet April 5th, 1:30pm to 4:30pm, with scoring committee to pick top ranked applicants. April 9th the committee will make recommendations to commission as a whole. Commission will vote to recommend n applicants to the Board of Supervisors. April 11th Mike Dent and Douglas will go to the County Budget Sub-Committee. April and May work on contracts. June 25th will take to BOS for approval.
- Scoring committee participation is good way to learn about local organizations.
- Discussion on process for reviewing and scoring applicants to advance to the BOS. Suggestion to make it clear that applicants attend the AFSC meeting.
- CIF fund was setup to fund innovative projects in a transparent and formalized way to expand services or do something new.
- CIF RFP and timeline distributed for review. Minor corrections made to dates.
- **Motion to approve CIF process: Motion made by Douglas to approve CIF process and RFA. Seconded by Dena. Motion passed unanimously.**
- Scoring Committee Appointment: Lang Waters, Douglass will do it if needed, Nancy will get back to Douglas about participation.
- Copy of the Bylaws, IM 82, Whistle-Blower Policy, Strategic Plan, and link to the Single Audit were sent with the agenda to the members.
 - Connecting Point submitted changes to the strategic plan to identify their organization correctly.
- 700 Forms are due to the Board of Supervisors Office: 700 Forms due to Board of Supervisors office or on-line by April 2nd.
- Proof of Ethic Training is due to Annette LeFrancois ASAP. Training at Rood Center tonight or Rob sent a link to the online training.

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

- RFP available for HIPCAP Supportive Services, Disease and Prevention, Caregiver Respite, Elder Abuse, Ombudsman
- Proposals due February 20th.
- Elder Abuse, HICAP, Ombudsman all cover Nevada County and other AAA4 counties.
- AAA4 has opening on Advisory Board – one assigned by Nevada County Board of Supervisor and another by AFSC.

- JPEC Meeting for quarterly review of all funded partners.
- Senior Needs Assessment is still available for people to fill out.
- Mini-Grant Update: going through process and getting ready to send out awards.
- Nevada County Needs Assessment Workshop: Townhall meetings will be scheduled for Fall 2019.
- Evaluations for funded partners just completed with no issues in Nevada County.
- AAA4 will be supporting the CalFresh expansion to SSI recipients. Estimated over 1000 people in Nevada County that are on SSI that will be enrolled.

7. Request for New Business – (5 Minutes)

- None

8. Public Comment - (3 Minutes)

- None

9. Adjournment at 2:11pm.

Times assigned to the above agenda items are strictly estimates, each item will directly follow the previous without break or intermission.

Note: Video/teleconferencing available to Eastern/Western county with five (5) business days advance notice, as 72 hours public notice must be provided. Please contact Annette.LeFrancois@co.nevada.ca.us to arrange.