



Monterey County Community Action Partnership

Monterey County Community Action Commission
Full Commission Meeting

Regular Commission Meeting Minutes

August 21, 2023, 4:00-5:30 p.m.

Meeting Location: 1000 South Main Street, Suite 110, Salinas, CA 93901

Zoom <https://montereycty.zoom.us/j/97095673931>

The mission of the Monterey Community Action Partnership is to assess the needs of the low-income people in Monterey County and develop, maintain, and evaluate community services that empower low-income individuals and families to improve their quality of life.

Quorum Met: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *Excused Absence						
District		Rep Low-Income		Rep Public Sector		Rep Private Sector
1-Alejo	<input type="checkbox"/>	Victor Caravez	<input type="checkbox"/>	VACANT	<input checked="" type="checkbox"/>	Connie Pineda
2-Phillips	<input checked="" type="checkbox"/>	Ronald Holder	<input type="checkbox"/>	*Cecilia Correa	<input checked="" type="checkbox"/>	Doug Mattos
3-Lopez	<input checked="" type="checkbox"/>	Ana Vargas	<input checked="" type="checkbox"/>	Teresita Govea	<input type="checkbox"/>	Emma Bojorquez
4-Askew	<input type="checkbox"/>	Germaine Esquivel	<input checked="" type="checkbox"/>	Winifred Chambliss	<input checked="" type="checkbox"/>	Donna Smith - V. CHAIR
5-Adams	<input type="checkbox"/>	Rosie Alvarez	<input type="checkbox"/>	*Linda Coyne	<input type="checkbox"/>	Jake Odello - CHAIR
Staff:	Lauren Suwansupa, Denise Vienne, Alex Soltero					
Guest:						

I. Welcome:

- A. Call to Order: Meeting called to order by Vice-Chair Smith at 4:04 PM.
- B. Roll call attendance was taken to determine quorum and excused/absences for attendance requirements. Individuals who provided notification of absence prior to roll call were excused by the Chair. No absence was excused for: Commissioner Bojorquez, Caravez, and Correa **QUORUM NOT MET**, see chart above.

II. Announcements:

- A. Call for Additions/Modifications to the Agenda (**ACTION ITEM, if proposed**): **None**

III. Public Comment: Chair will recognize members of the public for oral comment on items that are not on the agenda. Comments will be limited to three (3) minutes. Comments relating to scheduled agenda items will be heard at the time the item is being considered by the Commission. No public comment.

IV. Consent Items: (ACTION ITEM) All items will be voted on in single action unless the board wishes to discuss an item further. In which case, the board may request an individual item be pulled and placed in Business Section for separate action.

NO ACTION TAKEN

- A. June 2023 Commission Minutes
- B. August 2023 Executive Committee Minutes
- C. Financial Statement for August 2023

V. Presentation: Understanding the Request for Proposal Process – Lauren Suwansupa, CAP Director

VI. Business Items:

- A. Select Commissioners to serve on the Rank and Review panel for CAP RFP – Commissioners Chambliss and Holder selected to serve on Rank and Review panel.
- B. CSD Monitoring Site Visit – Monitoring will occur August 28 – August 30, 2023. Commissioners are invited to attend. On August 29, 2023 two CAP Agencies will provide presentations highlighting their services and in the afternoon there will be a tour of the Gathering for Women facility.



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- C. Monterey County Homeless Services Resource Guide – MCCAP & Coalition of Homeless Services Providers (CHSP) met to discuss the project, timeline of completing and releasing the guide, researching new agencies/services to include in the guide, and re-designing the guide. MCCAP & CHSP will meet monthly until the project is completed by January 2024.

VII. Reports:

- A. Staff Report – written report included in agenda packet
 - i. Staff notified commissioners on the availability of Monterey County Single Audit for Fiscal Year End June 30, 2022. No findings or issues identified in the single year audit or in the CSD closout reports for the 2022 Annual CSBG Contract.
 - ii. Mid-year reporting was completed by all CAP Agencies and subcontractor monitoring reports are being finalized and will be sent out this week.
 - iii. Staff reviewed progress that has been made on the commission's Strategic Plan in terms of Stegthen Governance, Data Management, and Community Outreach.
 - iv. The 2024-2025 MCCAP CAP Plan has been approved by the State Department of Community Services and Development (CSD) and our CAP Plan received a perfect score from CSD.
- B. Bylaws Committee Update: Commissioner Chambliss completed the initial red-line draft of the Bylaws and has submitted the document to staff for review. Document will be presented to the full CAC board at a future CAC meeting for feedback prior to sending it to County Counsel.
- C. Commissioner roundtable
 - i. Commissioner Pineda shared information from the Blind & Visually Impaired Center of Monterey County Inc. regarding a free demonstration on the OrCam MyEye & OrCam Read devices. These devices assist users with reading, facial recognition, and product identification. The demonstration is on September 5, 2023 at 10:30 AM at 225 Laurel Avenue, Pacific Grove, CA 93950.
 - ii. Commissioner Pineda also shared information on a Seniors & Veterans Connect Resource Fair that will occur on August 31, 2023 from 12pm to 3pm at Monterey County Fairgrounds Seaside Room. Admission is free for seniors, military and veterans. The resource fair will connect attendees with over 35 community services & programs.

VIII. Adjournment:

- A. Meeting adjourned at 5:16 PM
 - i. **Next meeting scheduled for: September 18, 2023.**

Respectfully Submitted,
Alex Soltero