

Community Action Commission Executive Committee Agenda

Regular Quarterly Meeting

February 15, 2024, | 5:30 PM – 6:30 PM

2038 Iowa Avenue, Suite B-101, Riverside, CA 92507
Lois Carson Conference Room

This meeting will be conducted in-person:

This meeting is accessible to persons with disabilities. Alternative formats are available upon request. In compliance with the Americans with Disabilities Act, if you require reasonable accommodations please contact **(951) 955-3217 TTY (800) 511-1110** or by e-mail at info@capriverside.org. Requests must be made at least **72 hours** prior to meeting, Monday through Friday, from 8 a.m. to 5 p.m. Later requests will be accommodated to the extent feasible.

| Agenda Item | Lead | Item Type |
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| <p>I. Call To Order</p> <p>A. Roll Call <i>Quorum: 51% of voting membership, not counting vacant seats. Low-Income Sector Alternate members have voting privilege in the absence of the Primary Member.</i> <i>Brown Act: Roll Call includes every single member and response must be by voice.</i></p> | Chair: Colleen Wallace | Action Date: 1/15/2024 Quorum: Time: |
| <p>II. Public Comment</p> <p><i>At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the Commission. The Board has a policy of limiting speakers to no more than two minutes. The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.</i></p> <p><i>Send Comments to publiccomments@capriverside.org or Call (951) 955-3563 to leave a message. Visit our website to Submit Public Comments.</i></p> | Karla Lopez Del Rio, Executive Director | Informational |
| <p>III. Action Items</p> <p>A. Approval of Minutes: Executive Committee Minutes November 16, 2023</p> | Chair: Colleen Wallace | Action |
| <p>IV. Commission Agenda</p> <p>A. Review of Community Action Commission Agenda April 18, 2024.</p> | Chair: Colleen Wallace | Action |
| <p>V. Old Business</p> <p>Planning, Evaluation, and Finance Committee Assignments</p> <ul style="list-style-type: none"> • Vice Chair Alia Rodriguez. • Ana Calvillo- Low Income Representative Officer. • Heather Flickinger- Primary Member District 1 Representative. • Lisa Castilone- District 3 Representative. | Chair: Colleen Wallace Karla Lopez Del Rio, Executive Director | Action |

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| <p>VI. New Business A. Orientation Compliance Discussion</p> | <p>Chair: Colleen Wallace / Karla Lopez Del Rio, Executive Director</p> | <p>Action</p> |
| <p>VII. Announcements</p> <p>A. National Announcements 1. 2024 Washington Conference</p> <p>B. State Announcements 2. NCAP 60th Anniversary</p> <p>C. CAP Announcements 1. Earned Income Tax Credit (EITC) <ul style="list-style-type: none"> • Earned Income Tax Credit (EITC) January 26, 2024 Flyer </p> <p>2. VITA Outreach Final Push for Volunteers <ul style="list-style-type: none"> • VITA Volunteer Application • VITA Volunteer Recruitment Flyer English/Spanish </p> <p>3. Low Income Household Water Assistance Program LIHWAP Application Deadline March 15, 2024 <ul style="list-style-type: none"> • LIHWAP Flyer English • LIHWAP Flyer Spanish </p> <p>4. Mediation Services <ul style="list-style-type: none"> • Basic Mediation Training • Mediator Volunteer </p> <p>5. Commission Announcements Commissioner Leslie Altamirano, City of Jurupa Valley Mayor Pro-Tem – District 2 Representative designated Delia Zapien as her appointee, Effective November 15, 2023.</p> <p>6. Introduce Guadalupe Camacho, CAP Division Manager</p> | <p>Karla Lopez Del Rio, Executive Director</p> <p>Karla Lopez Del Rio, Executive Director/ Guadalupe Camacho, CAP Division Manager</p> | <p>Informational</p> |

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| <p>VIII. Adjourn Next Meeting: <i>Community Action Executive Meeting,</i> Thursday, May 16, 2024 Time: 5:30-6:30 p.m.</p> <p>Location: 2038 Iowa Avenue, Suite B-101, Riverside, CA 92507</p> | <p>Chair: Colleen Wallace</p> | <p>Action</p> |
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CONFLICT OF INTEREST ADVISEMENT Board members please be advised: If an Agenda item relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250.00 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures: *“When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item and then refrain from discussing, voting on, or otherwise influencing the Board’s consideration of the Agenda item.”*

ACCESSIBILITY Accommodations under the Americans with Disabilities Act are available upon request. Requests must be made at least 72 hours prior to meeting, Monday through Friday, from 8 a.m. to 5 p.m. Later requests will be accommodated to the extent feasible. There are two ways of requesting reasonable accommodations:

1. By phone, please call (951) 955-3217 and/or (951) 955-3893, TTY (800) 511-1110
2. E-mail INFO@capriverside.org

PUBLIC NOTICE While commission meetings are open to the public, time constraints limit the commission’s ability to permit open discussions with members of the audience. Persons requesting to address the commission on matters not on the agenda but within the jurisdiction of the commission should do so under the agenda item Public Comments. Persons requesting to address the commission on an agenda item should register with staff prior to the meeting via e-mail to INFO@capriverside.org or phone (951) 955-3217 and/or (951) 955-3893. The Commission will impose a 2-minute time limit on all speakers addressing the Board.

NON-EXEMPT MATERIALS Non-exempt materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection on the Community Action Partnership website at www.capriverside.org

POSTED MATERIALS In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Community Action Partnership website (www.capriverside.org). The agenda, supporting documents, and all writing received by the commission are public records and can be viewed online, but may not include all available or the most current documentation. All documentation along with the most updated versions can be requested via e-mail to INFO@capriverside.org, and/or by calling (951) 955-3217.