



**Community Action Partnership Riverside County  
Community Action Commission  
Minutes  
March 17, 2011**

**CALL TO ORDER/PROMISE**

Jenice Haskin, Chair called the meeting to order at 7:12pm.

**INTRODUCTIONS**

The Commission and CAP Staff introduced themselves.

The Commissioners present met as a *Committee-of-the-Whole* and received reports. All motions will be approved pending ratification at the April 21, 2011, regular meeting of the Commission.

**PUBLIC COMMENTS**

None

**CONSENT ITEMS**

None

**ACTION ITEMS**

- I. Ratify Action Items** – February 17, 2011 – Motion postponed until April 21, 2011.

Meeting of the Commission-*Committee-of-the-Whole*

- II. Minutes** February 17, 2011- MSC-(Walker/Franklin)

Abstentions: (3) Garcia, Morse, Bailey

- III. Fiscal Report**

Monthly Expenditure Report – MSC – (Walker/Garcia) - Approved as presented.

Close out reports from CSD were submitted for review that included:

-EITC Discretionary Grant, CSBG ARRA 2010 VITA 2009 LIHEAP,  
Records of all grants for past fiscal year.

- IV. Contracts** – Block Approval -MSC (Garcia/Walker) -Approved with correction to the record with reference to the March 29, 2011 meeting of the Board of Supervisors.

A. Form 11 – Resolution for Support CAP Riverside Programs –Motion Continued and Referred until more information is available on the percent of funding to be cut.

- B. 2011 CSBG #11F-4234 – Amendment #1

1. 2011 Pre-Apprenticeship Subcontracts

- |                                   |                            |
|-----------------------------------|----------------------------|
| a. My Learning Studio             | #CAP-11-010 – Amendment #1 |
| b. Tony Freeman Insurance         | #CAP-11-021                |
| c. Habitat for Humanity Riverside | #CAP-11-022                |

- C. 2011 LIHEAP #11B-5731

- D. City of Riverside GREEN TEAMWorks Subcontracts

- |  |             |
|--|-------------|
| 1. Ace and Sons Construction           | #CAP-11-015 |
| 2. David Starrett Construction         | #CAP-11-016 |
| 3. Energy Services Partnership         | #CAP-11-017 |
| 4. Hopkins Construction                | #CAP-11-018 |
| 5. James D. Restoration & Construction | #CAP-11-019 |
| 6. Synergy Companies                   | #CAP-11-020 |

- E. Food Security Project - Memorandum of Participation

1. Coachella Valley Housing Coalition
2. Linda Vista
3. Waldorf Manor

**IV. Contracts (continued)**

- F. Dispute Resolution Center - Loma Linda University Internship Agreements
  - 1. Ita Lake
  - 2. Wendella Wray
  - 3. Ymelda Susana Tito Zarate
- G. Motion to add the Agenda Item MSC- (Bailey/Garcia)- Approved as presented
  - 1. Authorize CAP Executive Director to apply for a \$100,000 Discretionary Grant from CSBG for a third round of funding for the Green TEAMWorks program.

**COMMITTEE REPORTS**

- I. Racial Equity & Economic Security** – Maria Juarez reported the UCR Interns have concluded their term with Community Action's REES project. The both have expressed interest in coming back to continue the training.

Technical Advisory Committee- Currently nine in-home child care providers have been inspected and licensed. The Riverside Child Care Consortium through funding by Riverside County Office of Education (RCOE) will provide technical assistance for contracts.

Janet Downey, Riverside County School District will meet to discuss opportunities provide to structural racism training on school campuses.

- II. Foundation for Economic Stability**- Gene Walker reported that a brochure for the Foundation is in the process of being developed. All Commissioners received an email that provided information for Foundation board member recruitment including: an application, letter to prospective members and an overview of Foundation board duties.

Debra Jackson reported the Tax Counseling for the Elderly (TCE) grant term is through June 30, 2011. Returns are currently being prepared at Cathedral Center in Cathedral City.

Capitol Steps Richard reported that sponsor letters were sent out for Capitol Steps fundraiser on June 25, 2011. Commissioners received event tickets to sell. Advertising strategies were discussed. The marketing plan will be presented at the next meeting of the Commission. Potential sponsors that have been contacted and the sponsorship letter will be forwarded to the Commission.

- III. Planning, Evaluation, & Finance** - No Report

- IV. Legislative Committee** - Susan McKee, Sub Committee Chair reported that the Commissioners have been receiving email updates on the proposed cuts to Community Service Block Grant (CSBG).

Debra Jackson reported that she attended the National Community Action Foundation, (NCAF) Annual Convention with Richard Lemire, Godwin Aimua where David Bradley voiced confidence about the future of CSBG. CAP is looking at pre -ARRA funding. Instead of cutting the budget from \$700M to \$350M, CAP is proposing a 14% cut back to 2008 funding levels which is \$654M.

Debra and the CAP, Riverside, NCAF Delegation met with Senator Diane Feinstein and Legislative Assistants from the offices of Jerry Lewis, Ken Calvert, Darrell Issa, and Mary Bono. The local success stories are not getting to the legislators. Aides requested that success stories be sent directly to their offices. There is a disconnect with Department of Health And Human Services and the White House in getting information about Community Action Agencies and it was noted that the Office of Community Service has been without a Director for the past two years. Instead of talking a about poverty we should talk about values associated with community partnerships, particularly with the private-sector.

Maria Juarez confirmed that the national strategy is to get all CAP Agencies to submit documents to David Bradley, NCAF. At the time of the conference, only 20% of all California CAP agencies had responded and nationwide the percent is less. CAP staff will poll Region IX CAP agencies and impress upon other Executive Directors to respond to David Bradley's request. Bradley is meeting with 300 Congressmen in the next eight weeks. The Low Income Home Energy Assistance Program (LIHEAP) is faced with similar cuts. The Riverside County, Board of Supervisors is informed and very supportive.

- V. **BYLAWS** - Art Garcia proposed that the Executive committee undertake a review of the Commission Bylaws especially with regard to vacancies. The bylaws will be discussed at the April 21, 2011 meeting.

### **BLISS COUNTY**

- I. **Project BLISS** -Lanita Tademay highlighted that weekly meetings held in Coachella are underway. Over 35 families are registered to attend a class facilitated by Cesar Rosas who is presenting services available through the Community Investment Corporation (CIC). Three "Getting Ahead" classes that have 18 families participating are taking place in Banning, Corona and Riverside.

Over 150 allies support the BLISS program. BLISS will re-engage allies whose families have graduated from the program.

On March 23, 2011, "Move the Mountain" conducted a site visit with the Women's Foundation from San Diego and met with CAP Riverside's over 25 BLISS partners and families.

- II. **Guiding Coalition** – Damien O'Farrell, Chair, will start meetings of the newly formed Riverside Guiding Coalition in April or May 2011. The Banning Pass, Guiding Coalition with Debbie Franklin, Co-chairing with a local Pastor is also in the planning stage. Both groups will follow the Desert Coalition model for success.

### **DIRECTORS REPORT**

Maria Y. Juarez provided highlights of the report submitted to the Commission. The State of California Department of Community Services and Development (CSD) is conducting site visit. The group interviewed Chair Haskin about her knowledge of the services provided by CAP.

The LIHEAP contract that was scheduled to end June 30, 2011 is extended through to December 2011. CAP will respond to a RFP for a portion of 22-26 million unspent ARRA dollars for the weatherization program. CAP will analyze the capacity to spend the funds before submitting a request for the new round of funding.

Gene Walker commented on the Volunteer Mediator Luncheon held on Wednesday March 16, 2011. He complimented CAP staff on the seamless execution of the event.

### **CHAIRMAN'S REPORT**

Chair Haskin considered the draft letter prepared to address Commission attendance and commitment. A revised, personalized letter will be sent out and followed up with a phone call. Discussion followed related to filling the vacancies on the Commission roster.

Jenice commented that the CSD representatives were concerned about the Board's knowledge and involvement in the operations, programs, funding sources and decision making for CAP. The Chair assured the representatives that the Commission plays an active role in Community Action Partnership governance.

Jenice expressed empathy for the people affected by disaster in Sendai, Japan, the sister city of Riverside and asked members to consider contributing to relief efforts.

### **ANNOUNCEMENTS**

- Commissioner Claudia Castorena was nominated and selected to receive a Champions of Justice Award on April 14, 2011 at the Riverside Convention Center. Other honorees include John and Jane Russo and the Pick Group.

-Debra Jackson provided information on the Community Assessment Survey and the focus group meetings, one in each of the supervisorial districts planned for the month of April, 2011.

-Debbie Franklin is being honored by one of the BLISS partners on March 18, 2011 at a Banning church.

-United Way hosted a seminar on Foreclosure Assistance on March 16, 2011.

-The City of Banning's 6th Annual Disaster Preparedness Expo will be held April 30, 2011.

-Human Relations Council is hosting "First Peoples Day," April 9, 2011, 11:00am -6:00pm at Ramona Bowl celebrating the diversity of the valley.

**Next Meeting:** April 21, 2011 –7:00pm  
Banning Senior Center  
789 N. San Gorgonio Ave  
Banning, CA 92220

Prepared by: Tamara L. Martin, CAP Staff  
Submitted by: Ameal Moore, Secretary