

**Monterey County Community Action Commission**  
**Department of Social Services**  
**1000 South Main Street, Suite 110, Salinas, CA 93901**  
**Meeting Minutes from April 17, 2017 4:00-5:30 p.m.**

I. **Call to Order:** Meeting called to order by Chair Sivils, 4:03 pm

II. **Welcome and Introductions:**

**Commissioners:**

**District 1 –** Vacant

Maria Theresa Rodriguez – Excused

Roberto Garcia –Present

**District 4 –** Nicole Williams – Present

LeVonne Stone – Excused

Jim Kramer – Present

**District 2 –** Ronald Holder – Present

Cecilia Correa – Excused

Everett Sivils – Present

**District 5 –** Fernando Elizondo –Excused

Linda Coyne – Excused

Angel Rivera –Excused

**District 3 –** Ana Vargas – Excused

Vacant

Emma Bojorquez – Excused

**Staff Present:** Glorietta Rowland, Lauren Miller, Margarita Zarraga, Arlene Boyd

III. **Minutes and Financial Statement Review (ACTION ITEM): NO QUORUM to approve** of January 2017 Commission Minutes and February 2017 Commission Minutes. **Items will be held for approval at next meeting.** Reviewed February Executive Committee Minutes, reviewed April Executive Committee Minutes, reviewed April 2017 Financial Statement. Commissioner Williams, while reviewing the financial report, said that it would be very interesting to tour the new HHS Center. It was discussed that maybe Supervisor Alejo’ s staff could also be involved with this tour. Margarita will look into this possibility.

IV. **Public Comment:** None

V. **CAC Annual Report Discussion & Establish Subcommittee:** This is an idea that came from our December meeting where it was suggested that the Commission put out an annual report, which must be approved by the Board of Supervisors (BoS). It was decided that at this meeting we would come up with items you would like to see in an annual report, i.e., highlight projects we do, highlight service providers, community feedback, goals & objectives, discuss and follow up with concerns from the community. Margarita asked the commissioners what THEY would like to see in the report. Suggestions included having a “resource guide” or homeless guide, included in the report, program goals as commissioners, results of MPI and demographics from 2016, also including something where the public can communicate with the Commission, possibly social media. Margarita said they have met with resistance from our Systems Support in the past to set up a Facebook account, but she will look into it again. Also, adding a “Spotlight” a success story of a provider and their improvement over the years. The information gathered for this Annual Report will be based on 2016 data. Lauren explained the need for a sub-committee for this project. She asked for volunteers: Supervisors Sivils, Holder and Kramer volunteered to be on this sub-committee.

VI. **Commission Reviews the Community Action Plan Draft:** Margarita shared that she sent the 2018-2019 Community Action Plan to the commissioners via e-mail. Lauren went thru the action plan explaining the contents. She asked for comments/edits from the commissioners. This should be finalized within the next couple of months, then it will go to BoS for approval. After approval, final steps will be Request for

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Proposals from contractors (current & new) to apply for funding and make the services in the plan, happen. Margarita suggested getting focus group in different parts of the county.

- VII. Staff Report:** Margarita shared that the warming shelter is scheduled to close April 30, 2017. There are currently 12 families and upwards of 60 people that utilize the shelter. The county/city took a tour of old Natividad Hospital for possible location of year-round shelter being built. More to follow. Margarita reviewed the Staff Report with commissioners. Margarita will try to arrange a tour of the HHS center for May. She would also like to have each supervisor come to our CAC meetings in the future, she will pursue this with their staff. **CAC Vacancies Update:** Supervisor Alejo' s staff has a possible candidate for their vacancy.
- VIII. Commissioner Roundtable:** Commissioner Sivils shared that his term is ending July 1, 2017, along with Nicole Williams, Jim Kramer, Linda Coyne and Angel Rivera.
- IX. Adjourn:** Meeting adjourned by Chair Sivils, 5:28 pm. Next meeting: May 15, 2017.

Respectfully submitted,  
Arlene Boyd