



## COMMUNITY ACTION PARTNERSHIP SOLANO JOINT POWERS AUTHORITY

CAP<sup>2</sup> SPECIAL MEETING MINUTES  
Saturday, April 22, 2023  
9:00 a.m. – 2:00 p.m.

### 1. CALL TO ORDER/ FLAG SALUTE

Chair Mitch Mashburn called the meeting to order at 9:08 a.m. and Councilmember Edwin Okamura led the Flag Salute.

### 2. ROLL CALL

#### **Present Board Members:**

Supervisor Mitch Mashburn, Solano County Board of Supervisors, Board Chair  
Councilmember Trevor Macenski, City of Benicia, Board Vice Chair (arrived at 11:28 am)  
Supervisor John Vasquez, Solano County Board of Supervisors  
Mayor Steve Bird, City of Dixon  
Councilmember Don Hendershot, City of Dixon  
Councilmember Doriss Panduro, City of Fairfield  
Mayor Ron Kott, City of Rio Vista  
Councilmember Edwin Okamura, City of Rio Vista  
Mayor Alma Hernandez, City of Suisun City  
Councilmember Jenalee Dawson, City of Suisun City  
Councilmember Jason Roberts, City of Vacaville  
Vice Mayor Rozzana Verder-Aliga, City of Vallejo (departed at 12:00 pm)

Roll call done by Reneé Parham.

### 3. STRATEGIC PLANNING

- i. **Section 1: Homelessness Overview**
- ii. **Section 2: Solano Homeless Services System of Care**
- iii. **Section 3: Solano Homeless Landscape and Housing Strategies**

Kelly Shaban introduced herself and Carolyn Wylie from Homebase and gave background on their organization and history with the JPA. Kelly gave an overview of the agenda and timeline of discussion for the day before going into Section 1, Homelessness Overview. Board Members shared their experiences and thoughts on how homelessness has impacted their lives and community.

Kelly and Carolyn covered the presentations in the [public folder](#) addressing an overview of homelessness causes and impacts on the community, the current system of care in Solano County through the Continuum of Care (CoC), JPA, and Tripartite Advisory Board (TAB) in addition to all the subcommittees, and the funding currently coming into Solano County through those groups.



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Discussion from the Board included how the Point-In-Time Count could be improved from last year's process. In addition, the Board discussed mapping systems for all jurisdictions in Solano County. There was also a discussion on ensuring the Board identified measurable outcome goals.

Further discussion was had around barriers to exiting homelessness, and lack of inventory, even when there is funding available. There was strong agreement from all that housing inventory is a big problem for those fighting to avoid homelessness and those already homeless.

To address improved communication the Board recommended joint meetings with the Continuum of Care and the Tripartite Advisory Board. In addition, the Board recommended having cross-representation on each Board with quarterly reports. There was conversation around the Technical Advisory Committee and the need to have a member with lived experience on that committee, in addition to solidifying the members so that their expertise can be put to use and meetings restarted.

The following topics were noted for future discussion and consideration on day 2 or in the future:

- Ensuring services were available for Veterans who may not qualify for HUD Funding
- Reviewing the 2017 CAP Solano JPA Strategic Plan
- Expanding inventory of affordable housing
- Creating accountability around Strategic Plan outcomes
- Awareness of best practices
- Identifying policy barriers to impact policy changes
- Staffing structure options.

Comments from the public included discussion on having the Technical Advisory Committee meet, addressing the Point-In-Time Count process so that it is more thorough, the need for street outreach by others besides law enforcement, addressing the needs of Veterans, and having warming and cooling centers in other cities besides Vallejo.

#### **4. COMMENTS FROM BOARD MEMBERS**

There were no additional comments from the Board.

#### **5. ADJOURNMENT**

Chair Mitch Mashburn adjourned the meeting at 2:00 p.m.