



COMMUNITY ACTION PARTNERSHIP SOLANO
JOINT POWERS AUTHORITY

CAP² BOARD MEETING MINUTES
Saturday, April 27, 2023
3:00 – 8:00 p.m.

1. CALL TO ORDER/ FLAG SALUTE

Chair Mitch Mashburn called the meeting to order at 3:05 p.m. and Councilmember Doriss Panduro led the Flag Salute.

2. ROLL CALL

Present Board Members:

Supervisor Mitch Mashburn, Solano County Board of Supervisors, Board Chair

Supervisor John Vasquez, Solano County Board of Supervisors

Mayor Steve Bird, City of Dixon (departed at 5:45 pm)

Councilmember Don Hendershot, City of Dixon

Councilmember Rick Vaccaro, City of Fairfield

Councilmember Doriss Panduro, City of Fairfield

Mayor Alma Hernandez, City of Suisun City

Councilmember Jenalee Dawson, City of Suisun City

Councilmember Roy Stockton, City of Vacaville

Vice Mayor Rozzana Verder-Aliga, City of Vallejo

Councilmember Mina Loera-Diaz, City of Vallejo

Roll call done by Reneé Parham.

3. GENERAL PUBLIC COMMENTS

4. ADDITIONS OR DELETIONS FROM THE AGENDA – DISCUSSION AND ACTION

Megan Richards stated that there was a revised motion in the staff report for item 7a and that item 7b needed to be removed from the agenda because the Tripartite Advisory Board needed more time to complete their agenda at their last meeting.

Supervisor Vasquez made a motion to approve the removal of the stated items from the Agenda. Councilmember Hendershot seconded the motion. There were no objections or abstentions. The motion was approved.

5. APPROVAL OF THE AGENDA – ACTION

Councilmember Hendershot made a motion to approve the agenda with the deletions from the previous item. Councilmember Panduro seconded the motion. There were no objections or abstentions. The motion was approved.

6. CONSENT CALENDAR – ACTION

- a. Approve the CAP JPA Board Meeting Minutes for March 23, 2023



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- b. Accept the Coordinated Entry Reports for the month of March 2023
 - i. Resource Connect Solano (RCS) Coordinated Entry Monthly Report
 - ii. Domestic Violence Coordinated Entry (DV-CES) Monthly Report
- c. Accept the following program reports from the fiscal agent:
 - i. Homeless Housing, Assistance and Prevention (HHAP) Grant Round 1
 - ii. Homeless Housing, Assistance and Prevention (HHAP) Grant Round 2
 - iii. California Emergency Solutions and Housing (CESH) Round 1
 - iv. California Emergency Solutions and Housing (CESH) Round 2
 - v. Emergency Solutions Grants – CARES Act (ESG-CV) 1 & 2
 - vi. Community Services Block Grant (CSBG) 2022
 - vii. Community Services Block Grant (CSBG) 2023
- d. Approve an amendment to the CAP Solano JPA FY2022/23 Budget

Councilmember Vaccaro made a motion to approve the items on consent. Councilmember Panduro seconded the motion. There were no objections or abstentions. The motion was approved.

7. REGULAR CALENDAR AGENDA ITEMS

- a. (NOTE: Item 7a was taken out of order during partway through Item 7c)
Approve a total of \$1,641,709 Homeless Housing, Assistance and Prevention (HHAP) Round 2-4 and Emergency Solutions Grants Program-Coronavirus Allocation (ESG-CV) funding for Emergency Shelter and/or Navigation Center for the following:
 - i. \$1,082,582 for the City of Vallejo for the construction of a new navigation center
 - ii. \$559,127 for SHELTER, Inc. to provide behavioral health services at their Fairfield SHELTER Solano Navigation Center

Board Members from the City of Vallejo recused themselves and left the room. Supervisor Vasquez made a motion to approve the funding as outlined in the Staff Report. Councilmember Hendershot seconded the motion. There were no objections or abstentions. The motion was approved.

- b. Approve Community Services Block Grant (CSBG) 2024-2025 Community Action Plan Priorities – **ACTION**
This item was removed from the Agenda.



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c. Strategic Planning Workshop – **DISCUSSION**

i. Facilitated discussion around CAP Solano JPA priorities

Kelly Shaban and Carolyn Wylie led the discussion utilizing the 2017 Strategic Plan Goals as the starting place for the discussion. Board Members were asked to prioritize activities under each goal area and provide direction on implementation of the activities

1) Improving System Navigation

Board members commented on the importance of understanding the needs of the unsheltered. Improving street outreach, improved communication, collaboration, and coordination, and adding general population shelter beds were identified as top priorities. In addition, there was conversation on engaging school systems to assist children who are unhoused, making sure there is a regional approach taken, and finding best practice models that can be applied to outreach for prevention, including not using people in uniform for all of the outreach, but involving volunteers, faith-based organizations, and jurisdictional staff.

2) Increase affordable housing stock

Board members addressed creating policy changes and pooled funding options that impact the housing market and the potential to contact developers, engage property owners, allocate land, and make sure that subsidized housing is first offered to residents of Solano County and not people coming in from out of the area.

3) Strengthening support to assist residents to maintain housing

Board members discussed utilizing franchise agreements and fees to offset costs for people on fixed incomes and improving transportation to allow people to get around the county for jobs, childcare, and medical appointments. There were also recommendations for increasing vocational trades, access to childcare, and filling clinician positions.

Megan Richards led a deeper discussion on staffing structure and was asked to bring back two models to present to the Board: one model with staff being hired by one jurisdiction and one with some staff being contracted. The Board also discussed funding for staff. Some Board Members thought funding should be shared among member agencies, but some members stated they did not have funding available. As part of bringing the staffing discussion back, Megan will identify what funds are available through funding streams such as Community Services Block Grant (CSBG) and Housing and Homeless Incentive Program (HHAP).. In addition, the Board discussed the role of the Technical Advisory Committee (TAC). The Board asked that the TAC members be identified from each jurisdiction and to bring that back to them so they could identify the role of the TAC at a future meeting.



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Next steps will be bringing back a written plan on JPA Strategic Priorities Next Steps for Board review and implementation.

Public Comment included discussion around how the business community is impacted by homelessness and hopes for future improvement with the support of business owners. Comments also revolved around the potential for the Technical Advisory Committee to be part of the staffing model, how to help people in the community bridge the gap when transitioning out of assistance, the idea of an affordable parking space for cars or RVs for people whose mindset on homelessness is not in line with living in a home, and the need for increased outreach and more affordable housing.

8. COMMENTS FROM BOARD MEMBERS

There were no additional comments by Board Members.

9. ADJOURNMENT

The meeting was adjourned at 7:50 pm.