

CAB Meeting Minutes
February 11, 2016, 10 AM

Members: Candace Kunz-Tao, Adam Poe, Talia Rubin, Arlinda Timmons-Love, Angelene Musawwir, Stephanie Medley, Pat Mims, Pastor Louis Spicer, Jason Schwarz
Absent: Patrice Guillory, DeVonn Powers

Non-Members: Paul Taylor, Kathleen Low, Antwone, Jill Ray, Ellen McDonnell, Lara DeLaney, Charles Brown, Phil Kader, Donté Blue, Crystal (Rubicon), Derrick Evans, two from , Petra Gonzalez, Laura Long, Kathy Narasaki, Eugene Jackson, Phil Arnold, Rhody McCoy, Barbara Proctor (several latecomers arrive and are not named)

- 1) Stephanie calls meeting to order 10:05 AM
- 2) Announcements
 - a) Ellen announces a Clean Slate and Traffic Amnesty program being developed by the Public Defender
 - b) Donté:
 - i) For three of the next four months, this room is not available for CAB meetings; Stephanie says she and Donté can address that off-line.
- 3) Public comment for items not on agenda
 - a) Phil Kader says he appreciates the CAB and encourages it to be judicious; CAB doesn't come back to CCP but goes straight to the PPC for 2/29. Points out that Probation has hired new Supervisor, 2 POs, and a Clerk (this will help support Donté), not from AB109 funds; and asks other agencies to contribute additional funds to support the work.
- 4) Stephanie calls item to review CAB minutes from 1/6/16 meeting
 - a) Corrections
 - i) Jill Ray says 2d, the address is missing the word Danville in the address
 - b) Pat motions, Angelene seconds,
 - c) Stephanie calls the vote:
 - i) All in favor, approved (10-0-0).
- 5) Stephanie calls item on filling the CAB vacancy
 - a) She points out that the CAB had low number of applicants for 2016, and asks all CAB members to participate in a more robust process.
 - b) Donté reports:
 - i) Provides Article 3 of Operating Guidelines regarding how to fill a mid-term vacancy; summarizes process for mid-term selections.
 - ii) Any CAB Member can offer a nomination for consideration, but only CAB members can make a motion to appoint someone.
 - iii) Suggests that CAB develop a process to recruit candidates for vote at the March meeting.
 - iv) Says that he will send out copy of the application to all CAB members, to be completed by any applicants and returned to Stephanie to by March 4 @ 5 PM for consideration at the March 10 CAB meeting.
 - c) Jason asks whether there's a sense of what to look for; Donté suggests somebody from Central or East would be good, but not essential.
 - d) Jill asks whether this is something that the CAB wants Supervisor Andersen's e-blast and perhaps to the other Supervisors. Stephanie says yes.

- i) Donté will provide Jill with a little blurb by 2/12 early in the day
- e) Rebecca asks whether Stephanie wants to form a review committee; Stephanie says OK. Donté says the review sessions are traditionally confidential because people disclose private information in the applications and the current marketing materials say that the information is confidential. Jill says no advisory bodies can have closed sessions; they have to be open, public meetings; and you can't have serial meetings over email. Donté says to send applications to Stephanie, he and she will make a preliminary review for eligibility, and will bring info to CAB meeting on 3/11. The CAB needs 2/3 vote to approve a new member.
- 6) Stephanie calls the item on CAB recommendations:
 - a) She says she is not offering a re-examining the CAB's budget work to date and doesn't expect to add any new budget items for consideration.
 - b) Says she has developed some recommendations and she's going to present them now
 - i) She will make her own motion and will ask for a second; to be followed by discussion before taking a CAB Vote on her recommendations.
 - c) Reviews process to date:
 - i) CAB budget planning meetings began in October and thereafter. These were public meetings with lots of opportunity for participation, including specific budget requests from both Center and the Network, both of which had the opportunity to present on several occasions.
 - ii) At CCP in January, CAB requested \$855K (\$829K plus \$26K in COLA for Center/Network)
 - iii) Reviews the budget document's sources: \$685,964
 - iv) Then outlines her recommendations:
 - (1) Mentions that housing was the highest priority identified by the CAB during the budget development process; only \$500K has been allocated historically.
 - (2) Recommends funding everything except employment, because employment was the highest funded, has other potential funding sources, and lowest identified funding priority of the four services, which were as follows (with highest priority listed first).
 - (a) Housing
 - (b) Center/Network
 - (c) Civil Legal
 - (d) Employment
 - (3) Walks through her recommendations, including employment decrease, housing increase, Center/Network increases and rationale, and civil legal.
 - v) Would fund all of the CAB's priority areas (at the amounts requested in recommendations submitted to the CCP) except employment; with additional \$30k to housing
 - vi) Says that this is the first time in four years that CAB has negotiated an increase
 - vii) Stephanie motions to accept these recommendations as is. Lara asks a clarifying question about the COLA line item. Talia seconds the motion.
 - (1) Stephanie opens for discussion by CAB members:
 - (a) Jason asks why not just allocate proportionally across the priorities.
 - (i) Stephanie responds about the need to build up the housing dollars.

- (ii) Donté mentions that Charles Brown would like see the WDB leverage the existing employment dollars; in addition, Employment and Training can leverage funds related to food stamp recipients, so there are additional opportunities to leverage funds.

(2) Stephanie opens to public for comment:

- (a) Barbara says she'd like CAB to recognize that CHD serves the whole county, the only service that works with family reunification and they also work closely with other funded providers. Says even a small allotment from the CAB makes a big difference to the programs ("like \$7,000") because they have volunteers who need to be trained and monitored. Stephanie reiterates that she is not expecting to add items to the list, which has been developed over multiple months.
- (b) Jill says, "Good job. This couldn't have been easy. I think getting this additional funding is a testament to the CAB's diligence, and I just wanted to say good job."
- (c) Donté says: There are four priority areas, and to be fair it is worth mentioning that mentoring and family reunification have not been recommended, in part because those areas have gotten increased allotments within the existing CAB budget, due to changes in the internal contracts when CCOCoe and Brighter Beginnings dropped out.
 - (i) The Sheriff's Office has also provided additional \$200K for some of those programs.

(3) Stephanie calls the vote;

(a) Donté restates the motion and conducts roll call vote:

- Louis: Yes
- Jason: Yes
- Pat: Abstain
- Candace: Yes
- Angelene: Yes
- Adam: Yes
- Talia: Yes
- Arlinda: Yes
- Stephanie: Yes

(b) Motion carries, (8-0-1)

7) Stephanie calls the item on reporting on the CAB annual planning

- a) At Stephanie's request, Rebecca summarizes the 2-day process
- b) Stephanie directs for the formation of an ad hoc action planning work group,
 - i) short-term and fairly intensive process within the next month, probably 3-4 hours, probably in one meeting
 - ii) Stephanie, Talia, Arlinda, Candace, Angelene, Louis (6 CAB Members); Rebecca also volunteers
 - iii) In accordance with Jill's direction on subject

- (1) Would be posted as a work group. No more than 6 CAB members can participate or it would constitute a quorum of the CAB, which means that it would have to be noticed as a full CAB meeting. Additional members can be present but not participate in any way other than to be in the room and observe.
 - iv) Stephanie will follow up with Rebecca to set next steps.
- 8) Calls the item to report on meetings:
- a) CCP meeting of 1/22
 - i) Stephanie reports on the \$25,036 (COLA) and \$160K recommended by CCP
 - ii) Donté also reports that Court also asked for two items to be funded by AB109, but only one was item was recommended for funding by CCP
 - (1) Additional funding to Sheriff, DA, and Public Defender
 - (2) COLA increases for Probation, Pretrial, and Public Defender
 - b) PPC meeting of 2/11
 - i) Stephanie reports on the incremental \$500K recommended by PPC for CAB
 - ii) Court reiterated request for a Veteran’s Court, and PPC asked them to come forward with additional information about AB109/Veterans overlap
 - iii) Donté mentions that there was substantial discussion on the reserves, with concern expressed by both Gioia and Andersen about the large unspent reserve;
 - (1) Gioia says it’s not reasonable or appropriate.
 - iv) Donté says money (\$110K) was earmarked for Ceasefire, pending plan by Police Chiefs to implement it
 - v) Donté reports that CAO presented on the RFP process and schedule, which will come back to PPC at 2/29 meeting, at which point the final CAB budget recommendations will be imbedded in the RFP.
 - vi) Question of whether \$200K from Sheriff for jail to community would go to RFP, and if so, when?
 - (1) Donté says that the decision has not been made, although it seems they are leaning towards doing so, although timing is unclear.
 - vii) Discussion regarding innovations fund
 - (1) Talia points out that innovative programs are by nature not evidence-based. Jill responds that the direction from PPC is to emphasize the importance of evidence-based practices in general, and “innovations” doesn’t mean new – it just means new to CoCo.
 - (2) Explanation that innovations fund is 10% of growth portion of all three pots of local AB109 money. Legislation doesn’t require it to be “innovation” – just something that’s not what’s already being done.
 - viii) Supervisors seemed interested in ensuring new RFP’s and services will focus on Evidence Based Practices
 - (1) Rebecca points out that EBP is more than a phrase, and that developing EB programs requires investment that is difficult for nonprofits to fund if the expectation is to operate with a 15% admin cost.
 - ix) Antwon talks about Ceasefire and says it’s not evidence based; Rebecca corrects.

- c) QAC meeting of 2/11
 - i) Data Dashboards
 - (1) Donté reports that the County dashboards should be operative by mid-March.
 - (2) Candace says she didn't find the dashboards useful. Lara says that dashboards are just graphic representations of numbers.
 - (3) Rebecca offers an alternative point of view about this; suggest that the current dashboards are, indeed, simple bar-chart representations of basic numeric data – an important start, but not to be mistaken for the much larger (and more complex) and valuable task of developing truly analytic dashboards.
 - ii) Rebecca reports on the QAC's conversation about a regional conference; says that her contact at the SF Federal Reserve is interested in that and she and Rebecca will talk next week.
 - iii) Donté also reports on the AB 109 RFP drafting team: Nic, Kathy, Lara, Stephanie, Donté
- 9) Meeting adjourned at 11:43 (
 - a) Carried-over to next meeting:
 - i) Reports and decisions related to CAB standing committees