

Community Action Commission Agenda

Regular Quarterly Meeting

January 18, 2024, | 5:30 PM – 7:30 PM

2038 Iowa Ave., Suite B-101, Riverside, CA 92507
Training & Learning Center

This meeting will be conducted in-person:

This meeting is accessible to persons with disabilities. Alternative formats are available upon request. In compliance with the Americans with Disabilities Act, if you require reasonable accommodations please contact **(951) 955-3217 TTY (800) 511-1110** or by e-mail at info@capriverside.org. Requests must be made at least **72 hours** prior to meeting, Monday through Friday, from 8 a.m. to 5 p.m. Later requests will be accommodated to the extent feasible.

Agenda Item	Lead	Item Type
<p>I. Call to Order</p> <p>A. Roll Call <i>Quorum: 51% of voting membership, not counting vacant seats. Low-Income Sector Alternate members have voting privilege in the absence of the Primary Member.</i> <i>Brown Act: Roll Call includes every single member and response must be by voice.</i></p>	<p>Chair: Colleen Wallace</p>	<p>Action Date: 1/18/2024</p> <p>Quorum:</p> <p>Time:</p>
<p>II. Public Comment <i>At this time, comments from the audience may be made on items not listed on the agenda that are of public interest and within the subject-matter jurisdiction of the Commission. The Board has a policy of limiting speakers to no more than two minutes. The Board cannot take action on items not listed on the agenda. Public input may be offered on agenda items when they come up for discussion and/or action.</i></p> <p>Send Comments to <u>publiccomments@capriverside.org</u> or Call (951) 955-3563 to leave a message.</p> <p>A. On December 4, 2023, Miley M. reached out via the public comment email and shared interest to register for a partner newsletter.</p> <p>Action: Madeline Rullan CAP Staff responded on the email on December 4, 2023, acknowledgement of the inquiry and referring them to the CAP’s website for more helpful information.</p>	<p>Chair: Colleen Wallace</p> <p>Karla Lopez Del Rio, Executive Director</p>	

<p>III. Director’s Report</p> <p>A. CAP Riverside 4th Quarterly Report: April 1, 2023 – June 30, 2023</p> <p>B. CAP Riverside 1st Quarterly Report: July 1, 2023 – September 30, 2023</p> <p>C. Commission Vacancy Efforts and Updates Low Income Sector Election Flyers (Election ended on 01/15/2024) – Updates.</p> <p>D. Strategic Planning Update</p> <p>E. CAP Commission Fiscal Report as of 11-30-2023</p>	<p>Karla Lopez Del Rio, Executive Director</p> <p>Karla Lopez Del Rio, Executive Director</p> <p>Karla Lopez Del Rio, Executive Director</p> <p>Karla Lopez Del Rio, Executive Director</p> <p>Brandon Trahan, Fiscal Manager</p>	<p>Informational</p>
<p>IV. Consent Agenda <i>All Consent Agenda item(s) listed below are considered to be routine by the Commission and will be enacted by one motion. There will be no separate discussion of items unless a commissioner so requests, in which event the item(s) will be considered following approval of the Consent Agenda.</i></p> <p>A. Meeting Minutes – Approve: 1. Meeting Minutes - October 19, 2023</p> <p>B. CSBG 2024 Contract – Department of Community Services and Development</p>	<p>Chair: Colleen Wallace</p> <p>Karla Lopez Del Rio, Executive Director</p> <p>Mark Berndt, Admin Analyst</p>	<p>Action</p>
<p>V. Commission Tasks</p> <p>A. Community Action Commission Bylaws 11-17-2022 – (Printed Copies provided to Commissioners)</p> <p>B. Update on Planning, Evaluation, and Finance(PE&F)Committee Assignments.</p> <p>C. 2024 Commission Meeting Schedule</p>	<p>Chair: Colleen Wallace</p> <p>Lopez del Rio, Executive Director</p> <p>Vice Chair: Dr. Alia Rodriguez</p> <p>Lopez del Rio, Executive Director</p>	<p>Action</p>

<p>D. 2024 Executive Meeting Schedule</p> <p>E. Commissioner Attendance and Disciplinary Actions</p> <p>1. Advisory Boards, Commissions and Committees, Policy A-21</p> <p>2. Commission Bylaws</p> <p>F. Form 700 – Filing Reminder Due on April 1, 2024.</p> <p>1. Filing Official/Officers Duties Fact Sheet</p> <p>2. Annual Statement of Economic Interests Acknowledgement Form 700</p> <p>G. Orientation Compliance Discussion</p>	<p>Lopez del Rio, Executive Director</p> <p>Lopez del Rio, Executive Director</p> <p>Lopez del Rio, Executive Director</p> <p>Lopez del Rio, Executive Director</p>	
<p>VI. Announcements</p> <p>A. National Announcements</p> <p>1. NCAP 60th Anniversary</p> <p>B. State Announcements</p> <p>1. None</p> <p>C. County/HWS Announcements</p> <p>1. Reports on recent success on other agencies.</p> <p>D. CAP Announcements</p> <p>1. Earned Income Tax Credit (EITC)</p> <ul style="list-style-type: none"> • Earned Income Tax Credit (EITC) January 26, 2024 Flyer <p>2. VITA Outreach Final Push for Volunteers</p>	<p>Lopez del Rio, Executive Director</p> <p>Lopez del Rio, Executive Director</p> <p>Heidi Marshall, HWS Director/Lopez del Rio, Executive Director</p> <p>Lopez del Rio, Executive Director</p> <p>Lopez del Rio, Executive Director</p>	<p>Informational</p>

CONFLICT OF INTEREST ADVISEMENT Board members please be advised: If an Agenda item relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250.00 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures: *“When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item and then refrain from discussing, voting on, or otherwise influencing the Board’s consideration of the Agenda item.”*

ACCESSIBILITY Accommodations under the Americans with Disabilities Act are available upon request. Requests must be made at least 72 hours prior to meeting, Monday through Friday, from 8 a.m. to 5 p.m. Later requests will be accommodated to the extent feasible. There are two ways of requesting reasonable accommodations:

1. By phone, please call (951) 955-3217 and/or (951) 955-3893, TTY (800) 511-1110
2. E-mail INFO@capriverside.org

PUBLIC NOTICE While commission meetings are open to the public, time constraints limit the commission’s ability to permit open discussions with members of the audience. Persons requesting to address the commission on matters not on the agenda but within the jurisdiction of the commission should do so under the agenda item Public Comments. Persons requesting to address the commission on an agenda item should register with staff prior to the meeting via e-mail to INFO@capriverside.org or phone (951) 955-3217 and/or (951) 955-3893. The Commission will impose a 2-minute time limit on all speakers addressing the Board.

NON-EXEMPT MATERIALS Non-exempt materials related to an item on this agenda submitted to the Commission after distribution of the agenda packet are available for public inspection on the Community Action Partnership website at www.capriverside.org

POSTED MATERIALS In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Community Action Partnership website (www.capriverside.org). The agenda, supporting documents, and all writing received by the commission are public records and can be viewed online, but may not include all available or the most current documentation. All documentation along with the most updated versions can be requested via e-mail to INFO@capriverside.org, and/or by calling (951) 955-3217.