

Community Action Commission Agenda

Regular Quarterly Meeting
October 19, 2023 | 4:30 PM – 5:30 PM

Parkview Legacy Foundation Bridges Out of Poverty
Training Part 2.
October 19, 2023 | 5:30 PM – 8:30 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 |
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| <p>I. Call to Order</p> <p>A. Roll Call</p> <p><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></p> <p><i>Brown Act: Roll Call includes every single member and response must be by voice.</i></p> | <p>Chair: Colleen Wallace</p> | <p>Action</p> <p>Date: 10/19/2023</p> <p>Quorum:</p> <p>Time:</p> |
| <p>II. Public Comment</p> <p><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 publiccomments@capriverside.org or Call (951) 955-3563 to leave a message.</p> | <p>Chair: Colleen Wallace</p> | |
| <p>III. Director's Report</p> <p>A. Maximum Average Reimbursement Per Unit (MARU)</p> <p>B. Single Audit Report</p> <p>C. F-11 Solar Grant</p> <p>D. CAP of Riverside Program Status Report Period Ending: 08/31/2023</p> | <p>Karla Lopez Del Rio, Executive Director</p> <p>D. Reported by: Brandon Trahan, Fiscal Manager</p> | <p>Informational</p> |
| <p>IV. Consent Agenda</p> <p><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:</p> <ol style="list-style-type: none"> CAC Executive Committee Agenda August 17, 2023 | <p>Chair: Colleen Wallace</p> | <p>Action</p> |

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| <p>V. Commission Tasks</p> <p>A. <u>Riverside County Board of Supervisory Policy</u></p> <p>1) <u>Policy A-21 Advisory Boards</u> - A-21 uniform rules and procedures for committees, boards, and commissions of the county of riverside.</p> <p>2) <u>Policy C-17 Participation of Members of Advisory Bodies in Department Head Selection</u></p> <p>a. C-17, Board participation in assessing qualification of candidates for head positions.</p> <p>3) <u>Policy A-60 Ethics Training for Local Officials</u> - A-60, Govt. Code 53235, Ethical Code of Conduct in public service.</p> <p>a. Print out with helpful links to locate training.</p> <p>b. Print out of the Article 2.4 Ethics Training</p> <p>4) <u>Print out of ARTICLE 2.4. Ethics Training [53234 - 53235.2]</u></p> <p>a. For informational purposes, and in early preparation for next year's filing. And acknowledgement to file.</p> <p>5) <u>C-33 Background Check Policy</u></p> <p>a. It is a Board of Supervisors policy to undertake pre-appointment and pre-selection background checks on possible volunteers, interns, and contractors for risk-sensitive tasks, internships, and contracts.</p> <p>b. FPPC Ethics Training Informational print out outlining AB 1234</p> | <p>Chair: Colleen Wallace</p> <p>A1-A3: Overview by: Mark Berndt, Admin. Analyst</p> <p>A4-A6: Overview by: Madeline Rullan, Admin. Analyst</p> | <p>Action</p> <p>Subsection A.1</p> <p>Subsection A.2.</p> <p>Subsection A.3.</p> <p>Subsection A.4</p> <p>Subsection A.5.</p> |
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| <p>6) A-27 Legislation Coordination</p> <p>County’s process of supporting legislation which benefits the County, its residents. And County’s process of supporting or opposing legislation.</p> <p>B. <u>Form-700</u></p> <p>1. Annual Statement of Economic Interests Form 700</p> <p>2. Form 700 Disclosure FAQs</p> <p>C. Planning, Evaluation, and Finance Committee Assignments</p> <p>1. Updates to the PE&F Structure</p> <p>D. Commission Election Officers</p> | <p>B.1-B.2 Overview by: Madeline Rullan. Admin. Analyst</p> <p>Vice Chair: Dr. Alia Rodriguez</p> <p>Lopez del Rio, Executive Director</p> | <p>Subsection A.6.</p> <p>Subsection B.1</p> <p>Subsection B.2</p> <p>Subsection C</p> <p>Subsection D</p> |
| <p>VI. Announcements</p> <p>A. NCAP Annual Convention – Convention Recap</p> <p>B. Weatherization Month October 2023</p> | <p>Lopez del Rio, Executive Director</p> | <p>Informational</p> |

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| <p>VI. Adjourn Next Meeting: January 2024 (Date to be determined) <u>Location: CAP Riverside, 2038 Iowa Ave., Suite B-101, Riverside</u></p> | <p>Chair: Colleen Wallace</p> | <p>Action</p> <p>Adjourn:</p> |
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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.