

Community Action Commission Agenda

Regular Quarterly Meeting
April 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
Date: 4/18/2024	Quorum: Time:
I. Call to Order (Action) 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. Brown Act: Roll Call includes every single member and response must be by voice.</i>	Chair: Colleen Wallace
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> Send Comments to publiccomments@capriverside.org or Call (951) 955-3563 to leave a message. Visit our website to Submit Public Comments. A. On December 4, 2023, Miley M. reached out via the public comment email and shared interest to register for a partner newsletter. 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.	Chair: Colleen Wallace Karla Lopez Del Rio
III. Consent Agenda (Action) <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> 1) Meeting Minutes – Approve: A) Meeting Minutes - October 19, 2023 B) Meeting Minutes – January 18, 2024 – No Quorum	Chair: Colleen Wallace

IV. Commission Tasks & Director's Report	Chair: Colleen Wallace
1) Commission	
<ul style="list-style-type: none"> A) Commission Elections and Vacancy Updates <ul style="list-style-type: none"> i) Commission Announcements Commissioner Leslie Altamirano, City of Jurupa Valley Mayor Pro-Tem – District 2 Representative designated Delia Zapien B) Planning, Evaluation, and Finance Committee update 	Vice Chair: Dr. Alia Rodriguez
2) Executive	
<ul style="list-style-type: none"> A) CSBG 2024 Contract – Department of Community Services and Development B) CAP Quarterly Report <ul style="list-style-type: none"> i) CAP Riverside 4th Quarterly Report: April 1, 2023 – June 30, 2023 ii) CAP Riverside 1st Quarterly Report: July 1, 2023 – September 30, 2023 iii) CAP Riverside 2nd Quarterly Report: October 1, 2023-December 31,2023 	Karla Lopez del Rio
<ul style="list-style-type: none"> C) Strategic Planning Update <ul style="list-style-type: none"> i) Financial Wellness Network 	Karla Lopez del Rio
<ul style="list-style-type: none"> D) Community Action Plan 2024-2025 Strategies 	Mark Berndt
<ul style="list-style-type: none"> E) National Announcements <ul style="list-style-type: none"> i) 2024 Washington Conference 	Karla Lopez del Rio
<ul style="list-style-type: none"> F) State Announcements <ul style="list-style-type: none"> i) NCAP 60th Anniversary G) County/HWS Announcements <ul style="list-style-type: none"> i) CAP's 45th Anniversary ii) HWS Executive Team and CAP Management Team iii) Guest Speaker – Housing Authority Cindy Hui 	
3) Fiscal	
<ul style="list-style-type: none"> A) CAP Commission Fiscal Report as of 11-30-2023 	Brandon Trahan
<ul style="list-style-type: none"> B) CAP Commission Fiscal Report as of 02-29-2024 	
4) Admin and Compliance	
<ul style="list-style-type: none"> A) 2024 Commission Meeting Schedule (Action) 	Lupe Camacho

<p>B) 2024 Executive Meeting Schedule (Action)</p> <p>C) 2024 PE&F Committee Meeting Schedule (Action)</p> <p>D) myImpactPage.com (Action) i) MyImpactPage.com - Password Reset ii) Log in Volunteer Hours</p> <p>E) Community Action Commission Bylaws 11-17-2022 – (Printed Copies provided to Commissioners)</p> <p>F) Form 700 – Filing Reminder were Due on April 1, 2024. (Action) i) Filling Official/Officers Duties Fact Sheet ii) Annual Statement of Economic Interests Acknowledgement Form 700 iii) Notice of Absenteeism</p> <p>G) County of Riverside, California Board of Supervisor Policies (Action)</p>	<p>Jazmine Silva</p> <p>Lupe Camacho</p> <p>Karla Lopez del Rio</p>
<p>5) Partnerships and Customer Service</p> <p>A) CAP Announcements i) VITA Outreach Push for Volunteers ii) VITA Volunteer Application iii) VITA Volunteer Recruitment Flyer English/Spanish</p> <p>B) Low Income Household Water Assistance Program LIHWAP Application Deadline Extension was March 29, 2024. i) Recap Program</p>	<p>Monica Santana</p>
<p>V. Adjourn.</p> <p>Scheduled Meeting's</p> <ul style="list-style-type: none"> • Executive Committee Meeting Thursday, May 16th, 2024, Time: 5:30-6:30 p.m. • PE&F Committee Meeting Thursday, June 20th, 2024, Time 5:30-6:30 p.m. • Commission Action Commission Meeting Thursday July 18th, 2024, Time: 5:30-7:30 p.m. <p>Location: CAP Riverside, 2038 Iowa Ave., Suite B-101, Riverside</p>	<p>Chair: Colleen Wallace</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.