

# Community Action Commission Executive Committee Agenda

Regular Quarterly Meeting  
August 15, 2024, | 5:30 PM – 6:30 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](mailto: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
<b>Date: 8/15/2024</b>	<b>Quorum:</b>  <b>Time:</b>
<b>Call to Order (Action)</b> A. <a href="#">Roll Call</a> <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>	<b>Chair:</b> Colleen Wallace
<b>Public Comment</b> <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>  <b>Send Comments to <a href="mailto:publiccomments@capriverside.org">publiccomments@capriverside.org</a> or Call (951) 955-3563 to leave a message. Visit our website to <a href="#">Submit Public Comments</a>.</b>	<b>Chair:</b> Colleen Wallace
<b>Consent Agenda (Action)</b> <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>  <b>1. Meeting Minutes – Approve:</b> a. <a href="#">Executive Meeting Minutes – May 16,2024</a> <b>Action Required</b>	<b>Chair:</b> Colleen Wallace
<b>Action Items, Agenda, Old Business, and New Business</b>  <b>Commission</b> 1. <a href="#">Commission Roll Call</a>  <b>Executive</b>	Chair Wallace   Karla Lopez del Rio

<ul style="list-style-type: none"> <li>1. <b>State Announcements</b> <ul style="list-style-type: none"> <li>a. <a href="#">Approaching- NCAP 60th Anniversary</a> <b>Informational</b></li> </ul> </li> </ul>	
<b>Partnerships and Customer Service</b>	
<ul style="list-style-type: none"> <li>1. <b>CAP Quarterly Report</b> <ul style="list-style-type: none"> <li>a. <a href="#">CAP Riverside 4th Quarterly Report: April 1, 2024-June 30, 2024</a> <b>Informational</b></li> </ul> </li> </ul>	
<b>Fiscal</b>	
<ul style="list-style-type: none"> <li>1. <b>Reports</b> <ul style="list-style-type: none"> <li>a. <a href="#">Grant Performance Report as of June 30, 2024</a> <b>Informational</b></li> </ul> </li> </ul>	Brandon Trahan
<b>Admin and Compliance</b>	
<b>Administration</b>	
<ul style="list-style-type: none"> <li>1. <b>CAC and Committee Meeting Reminder</b> <ul style="list-style-type: none"> <li>a. <a href="#">2024 PE&amp;F Committee Meeting Schedule</a> <b>Informational</b></li> <li>b. <a href="#">2024 Commission Meeting Schedule</a> <b>Informational</b></li> </ul> </li> </ul>	Lupe Camacho
<b>Compliance for Commission</b>	
<ul style="list-style-type: none"> <li>2. <b>National/State - Community Action Partnership</b> <ul style="list-style-type: none"> <li>a. <b>Training</b> <ul style="list-style-type: none"> <li>i) <a href="#">Results Oriented Management and Accountability</a> (ROMA) <b>Informational</b></li> </ul> </li> </ul> </li> </ul>	
<b>Compliance for Commissioners</b>	
<ul style="list-style-type: none"> <li>3. <b>Executive Committee Roles and Responsibilities</b> Refer to: Bylaw and Functionally (What are we seeing)</li> <li>4. <b>Elections</b> – CAC Officers Term Expiration next October 2024 <b>Informational</b></li> </ul>	
<b>Workshop</b>	
<ul style="list-style-type: none"> <li>1. <b>Whole Family Approach (National)</b> <ul style="list-style-type: none"> <li>a. NCAP - <a href="#">Whole Family Approach</a> <b>Informational</b></li> <li>b. NCAP - <a href="#">Whole Family Approach Building Blocks</a> <b>Informational</b></li> </ul> </li> <li>2. <b>Healthy Places Index (Regional SoCal)</b> <ul style="list-style-type: none"> <li>a. HPI RivCo Goal - Integrated Service Delivery (30 Points in 30 Years - attached - slide 20) <b>Informational</b></li> <li>b. HPI Scores - CAP Data 08-2024 (Excel File) <b>Informational</b></li> <li>c. HPI Policies - CAP Programs (Excel File) <b>Informational</b></li> </ul> </li> <li>3. <b>Whole Person Health Score (County)</b> WPHS Description (<a href="https://www.ruhealth.org/news/whole-person-health-score">https://www.ruhealth.org/news/whole-person-health-score</a>) <b>Informational</b></li> <li>4. <b>CAP Impact</b> <ul style="list-style-type: none"> <li>a. <a href="#">CAP Strategic Plan 2024-2028</a></li> <li>b. <a href="#">CAP Programs</a> <b>Informational</b></li> </ul> </li> </ul>	CAP Team

<p>Feedback on CAC Meeting Design</p> <ol style="list-style-type: none"> <li>5. <b>Guidance on CAP's Impact and Programming:</b> <ol style="list-style-type: none"> <li>a. What specific information would help you more effectively guide CAP's impact and programming in your district?</li> </ol> </li> <li>6. <b>Suggestions for Meeting Content:</b> <ol style="list-style-type: none"> <li>a. Discuss recommendations for including training sessions, programmatic workshops, or other valuable activities. What types of content or sessions would be most beneficial in providing guidance?</li> </ol> </li> <li>7. <b>Exercise:</b> <ol style="list-style-type: none"> <li>a. Heat Map for Cool/Warm Centers</li> </ol> </li> </ol> <p><b>Adjourn.</b></p> <p>Scheduled Meeting's</p> <ol style="list-style-type: none"> <li>1. <b><i>PE&amp;F Committee Meeting</i></b> Thursday, September 19<sup>th</sup>, 2024, Time 5:30-6:30 p.m.</li> <li>2. <b><i>Commission Action Commission Meeting</i></b> Thursday October 24<sup>th</sup>, 2024, Time: 5:30-7:30 p.m.</li> <li>3. <b><i>Executive Committee Meeting</i></b> Thursday, November 14<sup>th</sup>, 2024, Time: 5:30-6:30 p.m.</li> </ol> <p><b>Location:</b> <a href="#">CAP Riverside, 2038 Iowa Ave., Suite B-101, Riverside</a></p>	<p>Chair Wallace</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](mailto: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](mailto: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](http://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](http://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](mailto:INFO@capriverside.org), and/or by calling (951) 955-3217.