

CAB

December 22, 2016, 9-10 AM

CAB members: Stephanie, Angelene, Jason, Candace, Pat, Patrice (phone), Adam (phone) - quorum
Donté, Mike Davila, Tracy Lindsey (CHD), Ed Diokno, Jill Ray, Charles Brown, Rebecca

- 1) Stephanie chairs, calls to order at 10:07 AM
- 2) Announcements
 - a) Rebecca mentions Prop 47 and Local Advisory Committee; will reach out to CAB to see how they would like to be involved.
- 3) Item to approve Minutes for November 10, 2016
 - a) Steph motions, Angelene seconds, roll call, all in favor
- 4) Item to approve Minutes for December 8, 2016
 - a) Steph motions, Pat seconds, roll call, all in favor
- 5) Review CAB membership question: Candace
 - a) Regarding Candace's continuing membership, per Article Three, Sections 4 and 6 of the Op. Guidelines, given her missed meetings. To reinstate as a mid-term appointment, need 2/3 majority. Stephanie says that Candace would like to renew, Candace affirms.
 - b) Stephanie motions, Angelene seconds, all aye (Candace not included, since she's not on CAB)
- 6) Item on slate of new members: Jason presents
 - a) Jason:
 - i) Recommended:
 - Harry Thurston, retired East County Resident (East)
 - Chelsea Brown, Goodwill (Central)
 - Chrystal Ellis, Rubicon (West): Policy and grantwriting skills, some technical skills that they felt the CAB could use, had also applied to the RJC
 - Mike Davila, HealthRIGHT (West County), doesn't work on the AB109 project in CoCo
 - Martine Blake, Central
 - ii) Erica Duggan, also strong, but like Chrystal works for Rubicon, which would increase Rubicon's representation; it's a standard practice for CAB to strive to balance the organizational representation, as well as representation of AB109-funded agencies
 - iii) Jason says that he's confirmed with all five applicants and they have permission from their employers
 - b) Stephanie says that CAB can agendaize a fuller discussion/vote on creating alternate members and modifying guidelines
 - c) Stephanie calls for motion: Slate would be the five, plus current seven (not Stephanie:
 - i) Angelene motions to accept the five applicants and advance the slate to CCP, Stephanie seconds, no discussion, roll call: all in favor
 - ii) Jason has submitted a report for consideration by CCP; Donté will forward it to CCP.

- d) Rebecca mentions that when they review Operating Guidelines, they may want to consider adding a clause about whether quorum remains once established.
- 7) Timing of CAB Officer election for 2017
- a) Discussion:
 - i) Donté refers members to Op Guidelines Article 4, especially Section 5, regarding Officers and Officer elections.
 - ii) Rebecca reminds the CAB that on 12/8, they considered working to ensure that outgoing members support the transition/orientation process for new members, to enhance the transfer of institutional knowledge
 - iii) Angelene expresses ambivalence, sees pros and cons of both; Stephanie concurs.
 - iv) Mike, speaking as a new member, thinks it would be nice to wait.
 - b) Stephanie welcomes a motion to vote on CAB officers today: No motion offered. No action taken.
 - c) Action:
 - i) Donté will send out prep packet for new members: Operating Guidelines, etc., with direction from CAB
 - ii) Donté will work with outgoing chair to ensure that item to elect officers will be agendaized for the January meeting, and at that meeting the Vice Chair can handle the Chair's duties, given the absence of a Chair
 - iii) Angelene and Jason will renew their Officer status at least for January, so they can serve in those roles for the purposes of the January 2017 meeting
- 8) Item to renew Adam as CAB representative to the Center's Steering Committee
- a) Donté points out Article 4 Section 2, which gives Chair temporary power of appointment, with subsequent formal approval by CAB within 90 days
 - i) Note that the guidelines do not provide for an occasions in which CAB Chair appoints in recurring 90-day blocks
 - ii) Donté suggests that CAB form a small committee in 2017 to update guidelines (quorum, recurring appointments by Chair, Officer election process/timing, etc.)
 - b) Stephanie motions to affirm, Candace seconds, all in favor, Adam abstaining
- 9) Item on CAB budget recommendations for CCP, regarding \$15K for resource guide
- a) Discussion:
 - i) Rebecca reviews notes from 11/30 CAB discussion
 - ii) Donté had sent info about the 11/30 discussion and about today's meeting, to Crisis Center, and outlined their options for making request about this.
 - iii) The Center and the Network could be tasked by CAB with developing a recommendation for how to hold and use the funds.

iv) Process: Could approve the budget as is, tasking Center and Network with the duty to develop the recommendations, for inclusion in the packet by 1/6/17 for 1/13/17 CCP meeting.

b) Stephanie motions to task Center and Network with developing recommendations for how to hold and use the funds, to be sent to Donté no later than 1/5/17. Jason seconds. Vote: All in favor, Patrice abstains.

10) Meeting adjourns at 10:00 AM

- CCP budget meeting: January 13, 2017
- CAB meeting: January 19, 2017, at the DA Community Room, 900 Ward Street, Martinez