

Tripartite Board Meeting

Minutes	February 15, 2024	3:00pm	Tehama County Administration Building
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1) CALL TO ORDER

This Tripartite Board Meeting of the Tehama County Community Action Agency was called to order by Chairperson Jennifer Torres at 3:00pm. The meeting took place in-person at the Tehama County Administration Building.

Board Members Present: Chairperson Jennifer Torres, Vice Chairperson Thomas Jones, Director Samantha Andrews, Director Alaina Carrel, Director Johnna Jones, Director Andrea Martin, and Director Pat Meehan, Director Dan Dempsey, Director Lisa Lomeli, Director Pati Nolen, and Director Cody Strock.

Board Members Excused:

Board Members Unexcused:

Staff Present: David Madrigal, CAA Program Manager and Terry Rapley, CAA Supervisor.

Community Members Present: One person from the public in attendance.

2) PLEDGE OF ALLEGIANCE

Chairperson Jennifer Torres led the Pledge of Allegiance.

3) APPROVAL OF MINUTES (Action Item)

Chairperson Jennifer Torres asked if the Board members had reviewed the minutes of November 16, 2023. There being no discussion, Director Johnna Jones made a motion to approve the minutes and Director Samantha Andrews seconded the motion. The motion carried with no objections.

4) PUBLIC COMMENT PERIOD

There was no Public Comment.

5) DIRECTOR'S COMMENTS

Chairperson Jennifer Torres announced a Parent Choice Conference being held at the Red Bluff Community Center on March 15 from 8am and 2pm.

Director Cody Strock announced the North State Seed and Scion Exchange being held at the Red Bluff High School Cafeteria on March 9th from 12pm-4pm.

Director Lisa Lomeli announced a Corning East Egg Hunt Event being held on March 30th.

6) CHAIRPERSON'S REPORT – Jennifer Torres

There was no Chairperson's Report.

7) EXECUTIVE COMMITTEE REPORT

There was not an Executive Committee this month.

8) STAFF REPORT – David Madrigal

Staffing:

- David Madrigal announced TCDSS Director, Laura Hawkins, has accepted another position in Glenn County as the Health and Human Services Director and her last day with Tehama County was Monday, February 12th and Teresa Curiel has assumed the position as Interim Director as well as Director for TCCAA and Public Authority.

- Interviews for a new Case Manager happened last month, but have decided not hire anyone for that position due to the Family Stabilization Program potentially being cut from the Governor’s Budget.
- Interviews for Transporters will be held on February 26th.

2023 Chairperson and Vice Chairperson(Action Item):

- Jennifer Torres was nominated for the 2024 Chairperson position and Thomas Jones as Vice Chairperson during the November 2023 Tripartite Board meeting. No other nominations were received. Director Johnna Jones made a motion to elect Jennifer Torres and Thomas Jones as Chairperson and Vice Chairperson of the Tripartite Board for 2024. Director Pati Nolen seconded the motion, which was passed with no opposition.
- David Madrigal researched the By-Laws and learned there are multi-year appointments of Chairperson and Vice Chairperson. David is going to update the By-Laws to incorporate multi-year appointments and will bring it to the board once completed for approval and to submit for County Counsel for review.

Reappointment of Terming Board Members(Action Item):

- Two of the Tripartite Board members have terms that are expiring: Dan Dempsey and Johnna Jones.

Director Alaina Carrel made a motion to reappoint the two board members. The motion was seconded by Director Pati Nolen, which was passed with no opposition.

Healthy Connections Update:

- The statistics for the Healthy Connections Senior Nutrition Program for the month of October were:
 - Home Delivered Meals – 2,227
 - Congregate Meals – 939
 - Total Meals Provided – 3,166
 - Total YTD Home Delivered Meals – 16,572
 - Total YTD Congregate Meals – 6,587
- David Madrigal announced Healthy Connections received ARPA funding, which will allow over 100 seniors on the waiting list to be able to be provided nutritionally balanced frozen meals.
- David Madrigal announced the start of organizing a Trivia Night fundraiser for Healthy Connections which as of right now, is set to take place October 12, 2024.

Adhoc Committee:

- During the November meeting, it was discussed by the committee, which was approved, to form the Adhoc committee. Currently there are two members, Director Pati Nolen and Director Johnna Jones, who are participating but David Madrigal has stated that a third member is needed to form the committee. Director Andrea Martin volunteered to be the third joining member.

David Madrigal will be sending out an email to everyone on the Adhoc Committee.

VITA:

- David Madrigal announced two staff members have been hired for VITA on January 29th. VITA fliers have been finalized today to announce the programs first day, which is February 20th.

Form 700:

- David Madrigal has emailed the committee to request the Annual Form 700 to be returned to David by March 8th.

LIFT Recap on Services Provided:

- David Madrigal will be emailing the committee a report of how many individuals attended the different services of LIFT.

2023 Volunteer Hours:

- The agency's volunteer hours:
 - Last Calendar Year (2023) – 1,959

CSBG Annual Report:

- The CSBG Annual Report was due on February 1st, and David Madrigal stated that it was submitted on time and accepted.
- David Madrigal announced that once the report is certified by the state office, an analyst will draft a dashboard with data from 2023 around late spring and present to it the committee.

9) FINANCIAL REPORT – David Madrigal

In late November, TCCAA received their CSBG allocation letter for calendar year 2024 in the amount of \$302,929. This was presented to the Board of Supervisors on January 23rd and was approved.

10) AGENCY PROJECTS (Action Item)

No projects were discussed.

11) SUGGESTIONS FOR NEXT MEETING: March 21, 2024

No suggestions were made.

ADJOURNMENT

There being no further business, Chairperson Jennifer Torres adjourned the meeting at 3:45p.m.

Respectfully Submitted, Meggan Baker, TCDSS Administrative Secretary.