



Nevada County
Adult & Family Services Commission Meeting Minutes
March 10, 2020 - 1-2:30 p.m.
Empire Room, 950 Maidu Ave, Nevada City CA 95959

1. Welcome – AFSC Chair - (1 Minute)

2. AFSC Board Business - (4 Minutes) - ACTION ITEMS

- Roll Call & Quorum – Ana Acton is absent. Present are Doug Fleming, Langdon Waters, Jennifer Hershon, Dena Valin, Janeth Marroletti, Joel Radtke, Jennifer Morrill and Kari Stehmeyer.
- Additions to the Agenda
- Approve February 11, 2020 Minutes – postponed until next month.
- AAA4 Advisory Council Appointments – Two vacancies.

3. Officer’s Reports – (3 Minutes)

- Chair Douglas Fleming announced he will be stepping down on April 30th. Doug asked when the elections for new officers take place. Rob Choate announced that elections take place in April. Rob to check on election protocols.
- Vice Chair Dena Valin had no updates

4. Commission Applications & Resignations – (10 Minutes) – Action Item

- Review and approve/recommend application – There are no new applicants.

5. Standing Items – Rob Choate – (15 Minutes) -

- CSBG/CIF Budget/Funding/Program Update – For CSBG the contracts are not in place yet. Rob has done one contract draft that he will run by County Counsel. Rob is working on the reporting; contracts will be ready for signature soon and hopefully will go to the Board of Supervisor for approval in April. As the contracts are not in place yet, there will be three quarters of reporting instead of four.

There was a suggestion to include the reporting requirements in the next RFP. Rob Choate has added a paragraph on the reporting requirements in the Community Initiative Funding (CIF) application. Rob read the list of expectations of programs receiving CIF funds. The Request for Proposal (RFP) application is posted on the Adult and Family Services Commission Webpage. Below is a link to the application: <https://www.mynevadacounty.com/2633/Adult-Family-Services-Commission> . Property bought with CIF is for useful life. Federal Funds like CSBG require property be returned (typically these RFP applications do not allow for property purchases for this reason).

There was a comment that the reporting requirements are daunting for a small non-profit and the commission may end up only receiving applications from the larger non-profits that have the ability to gather data. There was a suggestion to have non-profits submit their intake form as part of the application. Rob mentioned having program participants doing a survey as one way to find out how lives were improved. Rob mentioned the possibility of having Suzi from Silk Consulting for another year and having her train the non-profits on reporting requirements. Also suggested is to have Suzi as a quest speaker at the Community Support Network before the next RFP process.

6. CIF RFP 2020/2021 – (10 Minutes) – ACTION ITEMS

- The CIF RFP was released on March 6, 2020 and is due by electronic submission by 12 noon on March 31,2020.
- **Silk Consulting to review and provide recommendation** – as to if the application meets the minimum requirements and if it will meet the goals of the Community Action Plan (CAP) and the Strategic Plan.
- **Scoring Committee meet 4/9/2020 @ 9:00 AM in the Empire Room** – A decision was made that any commission member who will be submitting an application will recuse themselves from participating on the scoring committee. The scoring committee members will hand their scores to Rob Choate. Scores will be added with the highest two scores receiving the funding. Doug Fleming made a motion to nominate Jennifer Hershon, Jennifer Morrill, Lang Waters and Kari Stehmeyer for the scoring committee. The motion was seconded by Dena Valin. All members present were in favor. No one was opposed.

7. Silk Consulting – Capacity Building – Suzi will be here next month.

8. Agency on Aging Area 4 Report – Mary Schleeter – (10 Minutes)

Mary will be participating in a conference call on Thursday with the California Department of Aging (CDA) on the corona virus. The virus is a concern for nutrition programs. A decision was made not to have congregate meals in Yolo County. All service providers are being contacted to ensure they have a Continuity of Operations Plan in place for the corona virus.

There are food trucks being used in Yuba and Sutter Counties that has been very successful. A choice of hot food is offered (tacos, tri tip, etc.) in a specific location. This may roll out to other Counties.

Janeth Marroletti mentioned that Nevada County has 98 on the waiting list for meals on wheels and it is less expensive for them to make the meals than it is to use a food truck. With so many on the wait list she feels the need to provide the most meals possible with the funds she has. Tomorrow they are a pilot project: Grocery Bag Program with a grant from Dignity Health. If the pilot is successful; the goal is to turn it into a program. The program provides additional food for seniors who suffer from malnutrition. Janeth mentioned one apartment complex of 64 residents, 63 of the residents need the extra food. Dena suggested that Janeth speak about her program at the Community Support Network to build connections with other agencies that may be able to help.

9. Request for New Business – (2 Minutes) – Rob mentioned The Adult and Family Services Commission is required to have an annual report to the Board of Supervisors. Mike Dent and the Chair would present to the Board of Supervisors. Part of the report would include the data we are requiring from funded programs.

10. Public Comment - (4 Minutes) – Doug mentioned a grant that would fund mental health resources in elementary and middle schools. Nevada Union has opened a food pantry for students. The food Bank is holding an evening distribution tonight at 5:30 p.m. at the Elks Lodge in Nevada City.

Rob Choate mentioned an award letter for Cal Home Disaster Relief II. The grant considers anyone who lost a home due to the wild fires to be eligible as a first-time home buyer. Home Money applications for 2018 and 2019. The 2018 is for first time home buyers. 2019 will be for rental assistance and deposits. There was a CDBG Grant application that would provide funding for a navigation center, FREED Fix It Program funds, expand Meals on Wheels and a replacement truck and generator for Interfaith Food Ministry.

11. Adjournment - (1 Minute)

*****Times assigned to the above agenda items are strictly estimates, each item will directly follow the previous without break or intermission.*****