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**Community Action of Ventura County**

Board of Directors Agenda 6-10-2020

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**Regular Board Meeting**  
**June 10, 2020**  
**6:00 P.M.**  
**Community Action of Ventura County, Inc.**

**Zoom Meeting:**  
<https://zoom.us/j/97559869422>

**Mobile:** +1 408 638 0968 US  
**Meeting ID:** 975 5986 9422

Chairperson: **Vincent Stewart**; Vice-Chair: **Magda Weydt**; Secretary/Treasurer: **Anson Mar**; Executive Committee Directors at-large: **Dr. Ramon Flores, Kate Mills and Michele Surber**; Other Directors; **Joe Asebedo, Dr. Betsy Connolly, Kate O'Brien, and James Boyd**; Staff: Executive Director, **Susana Lopez-Garcia**; Associate Executive Director, **Arnie Yanez**; Controller, **Fe DeLeon**; and Recording Secretary, **Karina Hernandez**.

(NOTE: IF AFTER THE BOARD MEETING IS CALLED TO ORDER, THERE IS AN ABSENCE OF A QUORUM OF THE BOARD OF DIRECTORS, THE MEETING MAY BE ADJOURNED AND THE EXECUTIVE COMMITTEE SHALL BE CONVENED.)

1. **CALL TO ORDER / READING OF THE CAVC PROMISE & MISSION**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**

**ABSENTEE POLICY:** The Bylaws Section IV (Structure), F. (Absenteeism) reads, "Six absences within the previous past 12 months from the regular meetings shall constitute grounds for immediate removal from the Board by a 2/3<sup>rd</sup> vote of the actual Board." The Bylaws Section XII (Redress Procedures), A (Procedure for Removal of Board Member) must be followed if removal is to be considered.

4. **SEATING / RESIGNATION OF BOARD MEMBERS** *5 minutes*

Board Development Committee accepts with gratitude the resignation of Low Income Sector Representative, Michele Surber.

Board Development Committee accepts with appreciation the seating of Low Income Sector Representative, Lorena Pintor Guereca.

5. **PUBLIC COMMUNICATIONS** *2 minutes*

At this time the Community is invited to speak to Community Action of Ventura County on subjects not on the agenda. Please limit your presentation to five minutes. *Este tiempo esta designado para cualquier persona que este presente y que desee hacer una presentación ante la Acción Comunitaria del Condado de Ventura. Haga el favor de limitar su presentación a cinco minutos.*

6. **REVIEW / RE-ORDERING OF THE AGENDA:** *1 minute.*
7. **PRESENTATIONS, TRAINING, AND COMMENDATIONS:** *None.*
8. **EXECUTIVE DIRECTOR'S REPORTS** *20 minutes*

- A. Executive Director's Report for May 2020 .....
- B. Program Reports for May 2020 .....
- C. Financial Report through April 2020 .....

9. **CONSENT CALENDAR:** *5 minutes.*

All matters listed on the Consent Calendar are expected to be non-controversial and will be enacted by one motion. There will be no separate discussion of these items. If discussion is required, that item will be removed from the Consent Calendar. Items removed from the Consent Calendar will be discussed after the balance of the Consent Calendar has been approved and before the beginning of the Business Items. The Consent Calendar will be voted on and approved by a **Roll Call** vote.

- A. Consider acceptance of the minutes of the Regular Board Meeting of 3-11-2020
- B. Consider acceptance of the minutes of the Executive Board Meeting of 3-19-2020

- C. Consider acceptance of the minutes of the Regular Board Meeting of 4-8-2020
- D. Consider acceptance of the minutes of the Regular Board Meeting of 5-13-2020
- E. Consider acceptance of the minutes of the Finance Committee Meeting of 5-22-2020
- F. Consider acceptance of the minutes of the Finance Committee Meeting of 6-5-2020

10. **PUBLIC HEARINGS:** *None.*

11. **BUSINESS ITEMS:** *20 minutes.*

A. Paycheck Protection Plan Loan Update

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Associate Executive Director, Arnulfo Yanez

RECOMMENDATION: The Governing Board will receive an update on CAVC PPP Loan

Time allotted *10 minutes*

B. Homeless Services-One Stop Update

Board Liaison: Chair, Vincent Stewart  
Staff Liaison: Associate Executive Director, Arnie Yanez

RECOMMENDATION: The Governing Board will receive an update on whether CAVC will be moving forward with the one day a week for Showers and Laundry Services

Time allotted *10 minutes*

C. CAVC- Reopening of Services

Board Liaison: Vincent Stewart  
Staff Liaison: Associate Executive Director, Arnulfo Yanez

RECOMMENDATION: The Governing Board will receive an update on a plan to reopen HEAP and Weatherization Services

D. Discuss the decision to move the \$200K from CAVC account back into a CD with VCCU

Board Liaison: Vincent Stewart  
Staff Liaison: Associate Executive Director, Arnulfo Yanez

RECOMMENDATION: Discuss whether the \$200k should be placed into a CD if it is not needed for CalRecycle refrigeration project.

E. Form CAVC Homeless Service Task-Force/ Committee

Board Liaison: Kate Mills  
Staff Liaison: Associate Executive Director, Arnulfo Yanez

RECOMMENDATION: Discuss the composition of the committee, meeting information, goals and next steps.

**12. FUTURE AGENDA ITEMS**

**13. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS:** None.

**14. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS**

7-8-2020, Next Regular Board Meeting. Items Board Members wish to have considered for a future agenda may be suggested under this item and, if agreed to, the item(s) will be placed on the appropriate upcoming agenda(s). Other comments and announcements by Board members may also be made at this time.

**CAVC Standing Committees:**

- (A) **Executive Committee:** Chair, Vincent Stewart; Vice-Chair, Magda Weydt; Secretary/Treasurer, Anson Mar; Director, Dr. Ramon Flores, Director, Kate Mills and Director, James Boyd. Staff: Executive Director, Susana Lopez-Garcia, Next EC meeting TBD
- (B) **Fund Development Committee:** Director Mills, Vice-Chair, Magda Weydt, and Director O'Brien. Staff Susana Lopez-Garcia. Next FDC meeting TBD
- (C) **Finance Committee:** Secretary/Treasurer; Anson Mar, Dr. Betsy Connolly; Chair, Vincent Stewart; and Director Dr. Ramon Flores Staff: Executive Director, Susana Lopez-Garcia. Next FC meeting TBD
- (D) **Board Development Committee:** Chair, Vincent Stewart, Vice-Chair, Director Dr. Ramon Flores. Next meeting TBD.

**15. ADJOURNMENT**

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*\* California Corporate Code 5512 (c) regarding quorum states "...the members of a duly called or held meeting at which a quorum is present may continue to transact business until adjournment notwithstanding the withdrawal of enough members to leave less than a quorum, if any action taken (other than adjournment) is approved by at least a majority of the members required to constitute a quorum." (Therefore, if a quorum of a Board of Directors with 15 members is 8 members, and meeting is held with this quorum present, and some members subsequently leave the meeting, a decision can be made by a majority vote of 5 members, where all 5 vote in the same way).*

**In compliance with the Americans with Disabilities Act, if you need special assistance to review an agenda or participate in this meeting, including auxiliary aids or services, please contact the Administrative Assistant at (805) 436-4038. Upon request, the agenda can be made available in appropriate alternative formats to persons with a disability. Any request for disability-related modification or accommodation should be made at least 48 hours prior to the scheduled meeting to assist the CAVC staff in assuring reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104; ADA Title II).**