
Community Action of Ventura County

Board of Directors Agenda

Executive Committee Board Meeting

July 30, 2020

9 A.M.

Community Action of Ventura County

Zoom Meeting:

<https://zoom.us/j/9034637050>

Mobile: +1 408 638 0968 US

Meeting ID: 903 463 7050

Chair, Vincent Stewart; Vice Chair, Magda Weydt, Anson Mar, Secretary/Treasurer;; Dr. Ramon Flores, Director; Kate Mills, Director and James Boyd, Director 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 2/3rd 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. 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.*

- 5. REVIEW / RE-ORDERING OF THE AGENDA: *1 minute***

- 6. PUBLIC HEARINGS: None.**

- 7. BUSINESS ITEMS: *65 minutes***

- A. Update on the once a week Transition Center Service**

Board Liaison: Vincent Stewart

Staff Liaison: Associate Executive Director, Arnulfo Yanez

RECOMMENDATION: The Governing Board will receive an update on the Transition Center Services

Time allotted: *10 minutes*

- B. CARES Act Funding CSBG Local Plan**

Board Liaison: Vincent Stewart

Staff Liaison: Associate Executive Director, Arnulfo Yanez and Community Development Coordinator, Claudia Lozano

RECOMMENDATION: The Executive Committee will review and approve Local Plan before the Governing Board approves it, prior to submission (Extended deadline 8/14/2020)

Time allotted: *15 minutes*

C. Update on equipment under the CARES Act LiHEAP

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

RECOMMENDATION: The Executive Committee will receive an update on the equipment to be purchased through the Business Continuity Plan (BCP)

Time allotted: *15 minutes*

D. Update the Executive Board on where we are with the CARES Act LiHEAP and CSBG.....

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

RECOMMENDATION: The Executive Committee will receive an update the CARES Act Contracts for LiHEAP and CSBG

Time allotted: *15 minutes*

E. HR Director Position Update.....

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

RECOMMENDATION: The Executive Committee will receive an update on the posting of the job announcement for the HR Director position

Time allotted: *10 minutes*

8. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS

9. BOARD MEMBERS REPORTS, ANNOUNCEMENTS AND FUTURE AGENDA ITEMS

8-12-2020, 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: Associate Executive Director, Arnulfo Yanez, Next EC meeting TBD
- (B) **Fund Development Committee:** Kate Mills, Magda Weydt and Kate O'Brien. Next 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, Dr. Ramon Flores, and Director Vincent Stewart. Next meeting TBD.
- (E) **Ad Hoc Committee on Public Policy Advocacy:** Directors Surber, Mills and Connolly. Next meeting TBD.

10. ADJOURNMENT

** 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).*

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