
Community Action of Ventura County

Board of Directors Agenda

Regular Board Meeting

April 14, 2021

6:00 P.M.

Community Action of Ventura County, Inc.

Zoom Meeting:

<https://us02web.zoom.us/j/82694234660?pwd=cml6SCthV3ArclYrVmVRWlVSdG16UT09>

Mobile: +1 669 900 9128 US

Meeting ID: 826 9423 4660

Passcode: 621621

Chairperson: **Vincent Stewart**; Vice-Chair: **Magda Weydt**; Secretary/Treasurer: **Anson Mar**; Executive Committee Directors at-large: **Dr. Ramon Flores, Kate Mills and James Boyd**; Other Directors; **Joe Asebedo, Dr. Betsy Connolly, Kate O'Brien, Lorena Guereca, Jayn Walter, Roberta Griego, Sabrena Rodriguez and Cindy Goldberg**; Staff: Executive Director, **Susana Lopez-Garcia**; Associate Executive Director, **Arnie Yanez**; Controller, **Fe DeLeon**, Community Services Manager, **Claudia Lozano**, HEAP Manager, **Maria Ramirez**, Energy Services Manager, **Fanni Azueta-Lee** and Recording Secretary, **Catalina Solis**

(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 presentaci3n ante la Acci3n Comunitaria del Condado de Ventura. Haga el favor de limitar su presentaci3n a cinco minutos.*

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

6. PRESENTATIONS, TRAINING, AND COMMENDATIONS: None.

7. EXECUTIVE DIRECTOR'S REPORTS *20 minutes*

- A. Executive Director's Report
- B. Associate Executive Director's Report
- C. Program Reports for March 2021
- D. Financial Report through February 2021

8. 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 3-10-2021
- B. Consider acceptance of the minutes of the Executive Committee Meeting of 3-24-21
- C. Consider acceptance of the Informational Minutes of the Finance Committee Meeting of 3-22-21

9. PUBLIC HEARINGS: None.

10. BUSINESS ITEMS: 45 minutes.

A. Company Credit Card under the name of the Executive Director Susana Lopez-Garcia @ the Ventura County Credit Union Board approval

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

RECOMMENDATION: Board approves obtaining a company credit card under the name of Executive Director Susana Lopez-Garcia with a credit limit of \$10,000. *Roll call vote*

Time allotted: *10 minutes*

B. Social Determinants of Health and CAVC Ad Hoc Committee to be named

Board Liaison: Director, Kate Mills
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Board discuss & accept suggested name of Ad Hoc Committee to be “Community Social Impediments Committee” with a goal of “Creating short term & long term strategies for community driven social impediment solutions”. Committee duration from March 2021 – March 2022. *Roll call vote*

Time allotted *20 minutes*

C. Bylaws-research updating due to the change in Regular Board Meeting set time(s) & Standing Committees TBD’s

Board Liaison: Chair, Vincent Stewart
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: Receive update from staff

Time allotted: *10 minutes*

D. Staff Calendar update changes to be approved

Board Liaison: Chair, Vincent Stewart
Staff Liaison: Executive Director, Susana Lopez-Garcia

RECOMMENDATION: New Years’ Eve originally shown as ½ day now full day & April Spring Day of 4-24-21 eliminated. Approval from board. *Roll call vote*

Time allotted: *5 minutes*

11. FUTURE AGENDA ITEMS

12. CORRESPONDENCE, ROSTERS AND INFORMATION ITEMS: None.

13. BOARD MEMBERS REPORTS AND ANNOUNCEMENTS

5-12-2021 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:** 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.
- (D) **Board Development Committee:** Chair, Vincent Stewart, Vice-Chair, Director Dr. Ramon Flores. Next meeting TBD.

14. 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).*

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)