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community services
 planning council

SACRAMENTO REGIONAL EMERGENCY FOOD AND SHELTER BOARD

Jurisdictions 0824-00; 0938-00; 0816-00; 0670-00; 0650-00

MINUTES

August 23, 2011, 9:00 AM, The Salvation Army, 2550 Alhambra Blvd., Sacramento

Members Present:	Representing:
Donna Mobley	United Way
Ligaya Hattari	CIMC
Verna Catalano	The Salvation Army, Sacramento
Yasmin Hichborn	El Dorado County
Suzanne Hammer	Sacramento Co. Dept. of Human Assistance
Cindy Sherwood-Green	SETA
Rebecca Pfeifle	Yolo County
Lou Weintraub	Jewish Federation
Beth White	Catholic Charities
John Krintz	Safe Ground
Members Absent	Representing:
Csilla Csiszar	Placer County
Jeff Johnson	Love INC
Nancy Vickers	American Red Cross
Staff Present:	Representing:
Alan Lange	Community Services Planning Council
Others Present	Representing
Tom Stanko	St. Vincent de Paul – Roseville
Remie Diva	WEAVE
Marshall Graves	Sacramento Food Bank and Family Services
Michelle Coleman	PEACE for Families
Mark Orth	SAEHC
Erik Kintzel	Sacramento Food Bank and Family Services
Robin Frank	Yolo County Children's Alliance
Rick Pryor	WEAVE
Diane Hunt	Auburn Interfaith Food Closet
Tara Baltzley	Powerhouse Ministries

Advocate for homeless in attendance? Yes No

Agenda Item	Discussion	Action
Call to Order and Introductions	The meeting was called to order. Self-introductions were made.	No action.
Approve Meeting Notes	Notes from the July 25, 2011 meeting were reviewed and approved by the Local Board.	>M/S (Lou/Cindy) to approve the July 25 meeting notes; approved.
Update on EFSP Phase 28	<p>Phase 28 Final Reports have been approved for Alpine, El Dorado and Placer Counties. Four agencies were notified of reporting compliance exceptions: Food Bank of El Dorado County; Womenspace Unlimited; Placer Food Bank; and The Center for Violence Free Relationships. Placer Food Bank and The Center have subsequently been cleared; the other two agencies remain in progress.</p> <p>Phase 28 Final Reports have not been approved by the National Board for Sacramento and Yolo Counties. There has been no indication as to when the Local Board and providers should expect to receive notification of Final Report approval.</p> <p>Final Reports must be approved and cleared prior to agencies receiving payments. Suggested that having providers contact the National Board directly could cause more frustration than benefit. The Local Board will reconvene in September if status of Phase 28 is still unknown for Sacramento and Yolo Counties to determine next steps.</p>	<p>>Staff will remain in contact with the National Board to track Phase 28 final report approval status.</p> <p>>Local Board will tentatively plan to meet on September 27 if status of Phase 28 remains unknown for Sacramento and Yolo Counties.</p>
Phase 29 Contracting Status	<p>Six of 43 funded agencies haven't returned signed contracts. Staff will follow up with all agencies to ensure all needed information is on file. Payments will not be delivered from the National Board until agencies have been cleared for Phase 28 reporting and the Local Board's Spending Plan has been approved. The Phase 29 Spending Plans submitted by the Local Board for El Dorado and Placer Counties was approved by the National Board, but no word has been received regarding Sacramento and Yolo Counties; nor has the State Set Aside Committee announced its plans, which determines potential funding for Alpine County. Staff will continue to submit inquiries to the National Board regarding status of Phase 28 Final Report approval and Phase 29 Spending Plan approval.</p> <p>Site visit monitoring is not mandated. The Local Board can fulfill its monitoring reporting via paper reporting. Because of timelines, the Local Board will only conduct site visit monitoring for agencies in which the paper reporting suggests a problem (such as no reports submitted; not being responsive to recommended corrections; etc. New agencies will also be monitored.</p>	<p>> Staff will continue to submit inquiries to the National Board regarding status of Phase 28 Final Report approval and Phase 29 Spending Plan approval.</p> <p>>M/S (Verna/Cindy) to limit site visit monitoring to newly funded agencies and agencies that exhibit signs of ongoing reporting problems.</p>
Phase 30 Awards Process	With the funding timelines becoming less congruent with spending periods, the proposal announcement, review, and allocations process might need to be changed. The Local Board determined it should wait to gain a better understanding of the likelihood of there being a Phase 30 of the EFSP program before engaging too deeply in the discussion about the allocations process.	>Phase 30 funding process will be discussed in detail at the November or December meeting of the EFSP Board.
Other Items	With Sacramento County Homeless Programs transitioning over to the new non-profit, Sacramento Steps Forward, Suzanne questioned what her role would continue to be with the Board, and if a new government representative from Sacramento County needed to be recruited. Noted that no immediate change is needed, but that the issue should be discussed further.	>An overall discussion about membership will be added to a future agenda.
Next Meeting	The next meeting will be September 27 or October 25, depending on status of Phase 29 provider payments.	
Adjourn		Meeting adjourned.

