

MEETING MINUTES

City of Santa Barbara
COMMUNITY DEVELOPMENT AND HUMAN SERVICES COMMITTEE
Tuesday, January 24, 2012
David Gebhard Public Meeting Room
630 Garden Street
(6:00 p.m.)

1. ROLL CALL:			
Barbara Allen	<u> X </u>	Michael Just	<u> X </u>
Brenda Collins Powell	<u> X </u>	Laura Knight	<u> X </u>
James Cook	<u> X </u>	Veronica Loza, Chair	<u> X </u>
Yesenia Curiel	<u> X </u>	Josephine Torres	<u> X </u>
Greg Gorga, Vice-Chair	<u> X </u>	Daniel Ramirez	<u> X </u>
Rocky Jacobson	<u> A </u>		

X = Present A = Absent E = Excused

2. PUBLIC COMMENT:
Any member of the public may address the Community Development and Human Services Committee (CDHSC) for up to two minutes on a subject within their jurisdiction that is not scheduled for a public hearing before CDHSC. The total time for this item is ten minutes. If you wish to address the CDHSC under this item, please inform the Chair before the meeting is convened.

3. DISTRIBUTION OF NEW COMMITTEE ROSTER

Staff distributed the 2012 committee roster and asked the committee members to notify staff of any needed corrections

4. ACTION-APPROVE MINUTES OF OCTOBER 25, 2011 MEETING

The minutes were approved as submitted. (M – Cook/S – Ramirez, Abstain – Loza)

5. REVIEW CORRESPONDENCE TO CDHSC

There was no correspondence.

6. ZOOMGRANTS ORIENTATION TO REVIEW FY 2012/13 CDBG/HS APPLICATIONS

Staff demonstrated for the committee how to use the ZoomGrants application program.

7. REVIEW FY 2012/13 GRANTS-ALLOCATION PROCESS: SCHEDULE, PRIORITIES, PROTOCOL, CONFLICT OF INTEREST & INTERVIEW-NIGHTS DINNER OPTIONS

Staff distributed a Guide to the Funding Process and provided instructions on Priorities, Protocol, Conflict of Interest, and Funding. Staff also distributed a Conflict of Interest sheet. Committee members indicated which Agencies they would not interview or rank, due to any affiliation or conflict of interest. Staff agreed to provide Committee with further details regarding Conflict of Interest rules via email. After review of the information, Committee would amend the Conflict of Interest sheet if they felt it necessary. This would be finalized prior to the first interview night. L. Knight offered to provide dinner on one of the nights. Pizza and sandwiches will be provided on the remaining nights.

8. REPORT-HUMAN SERVICES & CDBG FUNDING UPDATE

Staff reported that \$628, 256 will be available in Human Services and \$792,279 will be available in CDBG.

9. SIX-MONTH PROGRESS REPORTS FROM CURRENTLY FUNDED PROGRAMS

Staff notified the committee that the progress reports will be provided to them at a later date.

10. REPORTS BY COMMITTEE MEMBERS- CURRENT YEAR AGENCY SITE VISITS

Each site visit team was given 5 minutes to present the highlights of their site visits. The committee was also asked to turn in their site visit forms.

11. ADMINISTRATIVE ISSUES ON HUMAN SERVICES, CDBG AND HOME PROGRAMS

Staff reported that the State Legislature's repeal of Redevelopment Agencies statewide was declared constitutional by the California Supreme Court. This affected the Santa Barbara RDA as well. Staff reported that the impacts of the ruling were not known at this time.

Staff also reported that the CDBG program was recently audited by an independent auditor, and that another monitoring visit by the Department of Housing and Urban Development Office of Labor Relations was held the day prior to the meeting.

12. NEW BUSINESS – PASSWORDS

D. Randolph asked the committee members who still needed a new ZoomGrants password to contact her immediately.

13. ADJOURNMENT

The meeting was adjourned.

ASSISTIVE LISTENING AVAILABLE: Voice receivers for the hearing impaired are available for loan in the Land Use Safety Office. Please inform the Chair before the meeting starts if you wish to borrow one.

AMERICAN WITH DISABILITIES ACT: In compliance with Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Housing and Redevelopment Division in advance at 564-5461. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

REPORTS: Materials related to an item on this agenda submitted to the CDHSC after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours.