

Committee Meeting Minutes

Community Garden
 Program
 Finance
 Grants & Policy
 REAL

Purpose:	Grants Final Report Updates and 2020-2021 Fall Grant Applications
Meeting Date and Time:	November 5, 2020 10:30 a.m.
Date and Time of Next Meeting:	TBD

Chair:	<input checked="" type="checkbox"/> Linda Strong
Board Members:	<input checked="" type="checkbox"/> J. Vern Cromartie, Ed.D. <input checked="" type="checkbox"/> Arthur Fountain <input checked="" type="checkbox"/> Lee Mason <input checked="" type="checkbox"/> Patt Young
Staff:	<input checked="" type="checkbox"/> Lamar Thorpe, Executive Director <input checked="" type="checkbox"/> Sabrina Hansen-Beardsley, Assistant Grants & Evaluations <input type="checkbox"/>

Agenda Item #1 Call to Order	
Discussion:	The meeting was called to order at 10:35 a.m.
Action:	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

Agenda Item #2 Public Comments	
Discussion:	Dennisha Marsh attended for a short time. No comments.
Action:	
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

Agenda Item #3 Review/Discuss minutes of October 23, 2020	
Discussion:	The minutes of October 23, 2020 were reviewed and accepted.
Action:	1. None
<input type="checkbox"/> Needs Staff Assistance	<input type="checkbox"/> Needs to go to Full Board

Agenda Item #4 Review/Discuss 2020 Summer Grant Recipients Final Report Updates

Discussion: 2020 Summer Grant Recipient Final Report Updates

A. Aspire Youth Summer Camp, provide 7 participant difference between total served and attendance summary log. Explanation of private schools were not originally captured. The attendance log was updated to include the 7 students from 3 private schools: Bay Christian, Legacy Christian, and St. Peter Martyr. was given and attendance logs updated.

B. Upper Room Camp P22:6, obtain Wal-Mart receipt detail and remove insurance expense. Completed by removing all Wal-Mart receipts and insurance expense which updates the total amount expended from \$16,118.25 to \$14,717.84, total amount expended is \$649 more than awarded. Records have been updated accordingly.

C. Sports and Fitness for Kids, staff to draft letter excepting alternate plan but program must be complete and final report submitted 2/26/2020.

Action: 1. A – Update provided for Aspire Youth: no further action.
2. B – Update provided for Upper Room Camp P22:6: no further action.
3. C – Sports and Fitness for Kids: Document in a letter by November 18, 2020 that final report to be submitted by 2/26/2021 so organization can remain in the summer grants cycle. Please CC: Director Strong.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #5 Review/Discuss 2019-2020 Fall Grant Recipients Final Report Updates

Discussion: 2019-2020 Fall Grant Recipients Final Report Updates

A. All Star Cheer Reaction: provide an explanation of the 5 Contra Costa participants with details. The explanation is that all 15 students came from Pittsburg and Baypoint and included items for gym rentals, uniform packages, backpacks, shoes, three competitions and one national, hotel, coach(s), nutritionist, and two-day camp.

B. Healthy Hearts: provide an updated budget worksheet to include midterm and final details.

C. Hope Solutions formerly Contra Costa Interfaith Housing: updated and reviewed coversheet.

D. Parents for African American Achievement Collaborative Team provide summary of the five students stipend for Nunley's Karate Do. The students came from Marina Vista Elementary grades 2-5.

E. Stoneman Village: updated by bringing forward all receipts.

F. Remaining Updates - Pittsburg Fifty Plus Club and Souljahs House, letters to request the return of unexpended funds. Prescott-Joseph, draft letter requesting final report.

Action: 1. A – Update provided for All Star Cheer Reaction: no further action.
2. B – Update completed for budget worksheet to include both midterm and final details: no further action.
3. C – Update completed: no further action.
4. D – Update provided: no further action
5. E – Update provided: no further action
6. F - Letter request to return unexpended funds for Pittsburg Fifty Plus Club and Souljahs House, letter requesting Final Report for Prescott Joseph: staff to complete by November 18, 2020. Please CC: Director Strong.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #6 Review/Discuss 2020-2021 Fall Grant Applications

- Discussion: 2020-2021 Fall Grant Applications
- A. Academic Participation Through (APT) Sports requesting \$25,000 for facility usage
 - B. All Star Cheer Reaction requesting \$10,000 for services and supplies, competitions, facility usage
 - C. Contra Costa Health Ministries Network (CCHMN) requesting \$21,000 for administrative, services and supplies (need to breakout volunteer supervisor, and specify Pittsburg/Bay Point participants)
 - D. East County Junior Warriors AAU Basketball Program requesting \$15,000 for services and supplies, administrative costs, facility usage
 - E. Food Bank of Contra Costa and Solano requesting \$30,000 for food
 - F. Give Always to Others requesting \$12,779 for performance and holiday cheer for 10 families
 - G. Hope Solutions requesting \$26,000 for services and supplies
 - H. Loaves and Fishes requesting \$15,000 for central kitchen and rent/utilities
 - I. Meals on Wheels Diablo Region requesting \$10,000 for gas cards
 - J. Nunley’s Karate Do requesting \$26,700 for scholarships
 - K. Ombudsman Services requesting \$10,000 for personnel
 - L. Parents for African American Achievement Collaboration Team requesting \$35,000; postponing for discussion with legal counsel
 - M. Pittsburg Fifty Plus requesting \$15,190 review pending receipt of unexpended funds
 - N. Pittsburg Police Department requesting \$15,350 for motel rooms, hygiene kits, food vouchers, sleeping bags, and rain suits
 - O. Richmond Community Foundation dba SparkPoint requesting \$15,000 for services and supplies
 - P. Satellite Affordable Housing Associates requesting \$17,100 for tablets, supportive services training (need clarity on welcome kits and furnishing)
 - Q. Stoneman Village requesting \$15,000 for dinner food expense
 - R. United Veterans Council requesting \$21,400
 - S. White Pony Express requesting \$35,000 (clarify 1 school or both)

- Action:
- 1. A – APT Sports recommended funding \$15,000.00 for facilities
 - 2. B – All Star Cheer Reaction recommended funding \$10,000 for scholarships
 - 3. C – Contra Costa Health Ministries Network recommended funding \$15,000 services and supplies
 - 4. D – East County Junior Warriors (Summer Rollover) recommended funding \$15,000
 - 5. E – Food Bank of Contra Costa and Solano recommended funding \$20,000 for fresh food and produce
 - 6. F – Give Always to Others (Summer Rollover) recommended funding \$12,779
 - 7. G - Hope Solutions recommended funding \$7,500 for services and supplies
 - 8. H - Loaves and Fishes recommended \$15,000 for central kitchen and rent/utilities
 - 9. I - Meals on Wheels Diablo Region recommended funding \$10,000 for gas cards
 - 10. J - Nunley’s Karate Do recommended funding \$26,700 for scholarships

- 11. K - Ombudsman Services recommended funding \$10,000
- 12. L - Parents for African American Achievement Collaboration Team requesting \$35,000; postponing for discussion with legal counsel
- 13. M - Pittsburg Fifty Plus recommended funding \$12,000 pending receipt of unexpended funds
- 14. N - Pittsburg Police Department recommended funding \$15,350 for motel rooms, hygiene kits, food vouchers, sleeping bags, and rain suits
- 15. O - Richmond Community Foundation dba SparkPoint recommended funding \$7,500 for services and supplies
- 16. P - Satellite Affordable Housing Associates recommended funding \$10,000 for tablets, supportive services training
- 17. Q - Stoneman Village recommended funding \$10,000 for dinner food expense
- 18. R - United Veterans Council recommended funding \$21,400
- 19. S - White Pony Express recommended funding \$20,000 (\$10,000 for each school after clarification)

Recommended fiscal impact of \$225,450 for Fall Grants and \$27,779 for Summer Rollover for Board Meeting Agenda scheduled for November 9, 2020. Executive Director, Lamar Thorpe stated that checks are not tied to budget adjustment. Checks produced will trigger the budget adjustment and can be completed together at a later time.

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #7 Review/Discuss Topics for Next Meeting

Discussion: No topics at this time

Action: 1. None

Needs Staff Assistance

Needs to go to Full Board

Agenda Item #8 Adjournment

Discussion: The meeting was adjourned at 12:42 p.m.

Action: 1. None

Needs Staff Assistance

Needs to go to Full Board