



BOARD OF DIRECTORS
Wednesday, February 20, 2019
5:00 PM to 7:30 PM

Sutter/PAMF Education and Support Center, 2200 Soquel Avenue, Santa Cruz

DRAFT AGENDA

- 4:30 Dinner**
- 5:00 2. CLOSED SESSION**
- 5:59 3. Adjourn Closed Session**
- 6:00 4. Call to Order/Establish Quorum**
- 6:01 5. Agenda Review (4 min)**
- 6:05 6. Announcements/Program Updates (5 min)**
- 6:10 7. *CONSENT AGENDA – Action Items (5 min)**
In approving the consent agenda, the Board is approving recommendations within each committee’s minutes listed below.
- 7.1 Draft Minutes of the January 16, 2019 Board Meeting***
- a. Jack /Lee moved to approve the Consent Agenda as Presented. MSP.
 - b. Sara/Kenn moved to approve the Agency Values MSP.
 - c. Jack/Nicolette moved to accept the 17/18 Audit. MSP.
- 7.2 Draft Minutes of the February 14, 2019 Governance Committee Meeting***
- a. Lee/Pam moved to recommend approval of the 17/18 Audit to the Board, pending Audit Committee recommendation. MSP.
 - b. Pam/Jack moved to recommend approval of the Agency Values to the Board. MSP.
- 7.3 Draft Minutes of the February 14, 2019 Finance Committee Meeting***
- 6:15 8. Receive comments from members of the public on “Items not on the Agenda” (5 min)**
- 6:20 Program Presentation - FRCs**
- 6:30 9. Agency Business – Ray Cancino (40 min)**
- 9.1 BOD Self-Assessment comparative analysis
 - a. Board Responsibility Review: CEO evaluations + Directors and Officers Insurance (Seth)
 - 9.2 Agency trends
 - a. Sustainability Goals and Outcomes (Doug)
 - b. Donor Activity (Virginia)
 - c. Philanthropy Goals (Virginia)
 - 9.3 Live Oak Senior Center
 - 9.4 TDA REFORM Taskforce

- 9.5 Staff Training Opportunities*
- 7:10 10. Development/Philanthropy Report– Virginia Wright** (10 min)
10.1 Development Report
- 7:20 11. Finance Committee Update – Doug Underhill** (10 min)
11.1 Agency 1% Reserve Tracking
- 7:30 13. Written Reports**
13.1 Development Report for January 2019
13.2 Financial Report from the February 14, 2019 Finance Committee Meeting
13.5 Program Reports from CACFP, ELD, LOCR, MCR, NVCR
- 7:30 14. Newspaper Articles**
- 7:30 15. Items for Next Agenda**
- 7:30 16. Adjourn Regular Meeting**

Next Meeting:

Wednesday, March 20, 2019

5:00 PM to 7:30 PM

Location: Sutter/PAMF Education and Support Center, 2200 Soquel Avenue, Santa Cruz



BOARD OF DIRECTORS

Wednesday, January 16, 2019

5:00 PM to 7:30 PM

Sutter/PAMF Education and Support Center, 2200 Soquel Avenue, Santa Cruz

DRAFT MINUTES

Members Present: Shannon Brady, Pam Fields, Richard Vasquez, Kenn Barroga, Stephanie Connor Kent, Katie King, Sara Siegel, Lee Staff, Steve McKay, Casey Wu, Jack Jacobson, Nicolette Lee (by phone)

Excused Absences: Martin Bernal

Staff Present: Ray Cancino, Julie Gilbertson, Lisa Berkowitz, Lisa Hindman Holbert, Doug Underhill, Kirk Ance, Virginia Wright.

Guest: Peter Mersino

Notes: Tonje Switzer

4:30 Dinner

5:00 2. CLOSED SESSION

5:30 3. Adjourn Closed Session

5:30 4. Call to Order/Establish Quorum

5:31 5. Agenda Review

5:31 6. Announcements/Program Updates

Covered California has been extended to January 18. WIC is funded to the end of March should shutdown continue. Food stamps have funds through February and we are working with the Food Bank for contingency plan. Lisa HH: Governor Newsom has proposed funding for Early Care and Education. Since August 1000 senior meals have been delivered over the weekends.

5:35 7. *CONSENT AGENDA – Action Items (5 min)

In approving the consent agenda, the Board is approving recommendations within each committee's minutes listed below.

7.1 Draft Minutes of the November 14, 2018 Board Meeting*

a. Jack/Lee moved to approve the consent agenda as presented. MSP.

b. Jack/Pam moved to add the motion from the 11/8 Governance Committee to the 11/14/18 BOD Consent Agenda. MSP.

7.2 Draft Minutes of the December 13, 2018 Governance Committee Meeting*

a. Lee/Pam moved to recommend approval of the 17/18 Audit to the Board, pending Audit Committee recommendation. MSP.

b. Pam/Jack moved to recommend approval of the Agency Values to the Board. MSP.

7.3 Draft Minutes of the January 10, 2019 Finance Committee Meeting*

Jack/Kenn moved to recommend to the CB Board to approve Resolution 2019-01-01 allowing a change in signers of MOW accounts at three financial institutions. MSP.

7.4 Draft Minutes of the January 10, 2019 Governance Committee Meeting*

Jack /Lee moved to approve the Consent Agenda as Presented. MSP.

5:40 8. Receive comments from members of the public on “Items not on the Agenda”

5:40 9. Agency Business – Ray Cancino (30 min)

9.1 MOW - \$85K Funding Secured

Funding for a third year is included in the budget. Live Oak School district is planning to build teacher housing on the property currently housing MOW.

9.2 Grants

CDSS – Thriving Immigrants

FRCs received a combined \$16K for education and outreach on immigration rights issues. There will be a launch of the grant on Feb 1 at 9am with location TBD. Board member is encouraged to attend. CEO noted that a part of the education and outreach effort will be referrals to attorneys.

6:00 10. Development/Philanthropy Report– Virginia Wright

Lee and Stephanie will help with thank you letters.

10.1 Agency Values Action Item*

Virginia presented the posters as the visual outcomes of the agency’s work on updating the Mission and Vision. They will be posted at all sites. Virginia presented the values, and noted the breadth of input collected among staff and management to arrive at the final product.

Sara/Kenn moved to approve the Agency Values MSP.

10.2 Development Report

The industry saw a 1% downturn, but CB did not. 12 new grants were submitted in the last few months and a few more are on the way. We are using data gathered and turning to foundations. Virginia gave a brief overview of the development report noting the Lautman mailer is under performing. Food from the heart is on March 8 at the Chaminade. The Coin Drive and Community Champions week will also be in March.

6:20 11. Audit presentation - Peter Mersino (20 min)

The Audit committee met in December. Peter Mersino gave an overview noting it was a clean and good audit. CEO thanked staff for all the hard work.

*11.1 *Acceptance of Agency Audit 17/18 – Action Item**

Jack/Nicolette moved to accept the 17/18 Audit. MSP.

6:35 12. Finance Committee Update – Doug Underhill

12.1 Trend Report for 17/18 FY Ending

6:43 13. Written Reports

13.1 Development Report for December 2018

13.2 Financial Report from the January 10, 2018 Finance Committee Meeting

13.5 Program Reports from MOW, LL, WIC

6:44 14. Newspaper Articles

6:44 15. Items for Next Agenda-----

6:44 16. Adjourn Regular Meeting

Next Meeting:

Wednesday, February 20, 2018

5:00 PM to 7:30 PM

Location: Sutter/PAMF Education and Support Center, 2200 Soquel Avenue, Santa Cruz

Prepared by Tonje Switzer

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Finance Committee

Thursday, February 14, 2019, 9:00-10:00 AM

Urology Conference Room at PAMF

2911 Chanticleer Ave, Santa Cruz

Draft Minutes

Members present: Jack Jacobson, Lee Staff

Staff present: Raymon Cancino, Doug Underhill

Minutes: Tonje Switzer

9:00 Agenda review

9:05 CFO Report – Doug Underhill

a) Program Budget Summary Review – December

CDD is seeing a decrease in revenue and expenses. ELD is seeing a -25K change from prior month due to a -23K drop in Medi-Cal revenues (-ADA). This month we recognized the one-time 98K grant, displayed in cumulative gain and loss, resulting in +7K. MOW is seeing minor increases in expenses and a 20K decrease in projected donations. MOW is utilizing prior year reserves to balance the current year. Lift Line had a 30K net increase in revenue resulting from a decreased projection in CARB funds, but a substantial increase in Measure D. FRC's saw significant shifts due to unplanned expenses this year. We are spending 32K in grant writing with potential gains of five times the return. MAA revenues are adjusted every quarter based on prior months' numbers, and last quarter numbers were down. We are still projecting gains for MCR, with losses for the other FRCs. There was a brief discussion about NVCR CBDG funding, and the FRC management structure.

Admin is looking very healthy this month with a 9K positive change. Maureen and Virginia's salaries are still in the budget to account for new hires and an increase in outsourcing. Admin is seeing a decrease in personnel costs with an increase in contracted services, and a slight increase in grantee allocated revenue. Philanthropy is seeing an 8K loss, but is expected to turn positive next month due to donations coming in ahead of budget. Unrestricted donations are ahead of schedule, realized as received. Additional personnel savings will show for January's 1st week closure in all programs.

Investments gained December losses back in January as we remain in a volatile market.

b) Financial Statement Review – December

c) Cash Flow and Line of Credit

Prepared by Tonje Switzer

Page 1 of 2

Agency experienced very low cash flow at the end of December caused by a change of CDE's transition to a new fiscal payment system. CACFP, CDD and WIC were seeing substantially delayed payments. CDD and CACFP are up to expectations, but WIC delays in receivables for September and October remain. CEO directed CAO to draft a letter to responsible entities about the risks for smaller nonprofits that cannot cover costs in interim periods.

d) Investments and Funds – Status Report

e) CB Fiscal Personnel Updates

The fiscal department lost two GAs, but reacted quickly and hired two new ones. One holds an MA in economics; the other is transferring from the pharmaceutical sector. Sally will be CFO right hand while restructuring to have one senior analyst, one analyst, and two trainees. Cathy Benson has agreed to provide some support during the transition.

10:09 Items for Next Agenda

10:10 Adjourn

Next Meeting March 14, 2019



Governance Committee Meeting

Thursday February 14, 2019

10:00am-11:00am

Surgery Urology Conference Room at PAMF, 2911 Chanticleer, Santa Cruz

DRAFT MINUTES

Members Present: Shannon Brady, Jack Jacobson, Lee Slaff, Pam Fields

Staff Present: Raymon Cancino, Seth McGibben

Minutes: Tonje Switzer

10:11 1. Meeting to order/Establish Quorum

10:11 2. Agenda Review

10:11 3. CEO Report – Ray Cancino

a. BOD Self-Assessment comparative analysis

CEO noted that BOD is feeling more engaged and content with the structure and function of the committees. To respond to feedback we will create BOD member bios, and look into monthly updates for BOD meetings such as an FC report on gain and loss. CEO suggested HR can present monthly on BOD related roles and expectations. BOD minutes can be sent out right away so members not present can keep informed. New BOD members need the BOD manual, an orientation, and a packet with overview of all the programs. Committee chair will organize meeting for the new Board members and staff will coordinate agency trends, overview of programs and BOD. Each new BOD member will be paired with an existing BOD member mentor.

b. Live Oak Senior Center

CEO and MOW PD met with LOSD superintendent who made clear the district will develop the current MOW site for school admin or teacher housing in 5-7 years, and are not interested in collaboration or cohabitation. There was a brief discussion surrounding ballot measure E, which identifies the use of the property.

e. Alliance/ ELD

CEO and ELD PD met with CCAH BOD member Larry Deghetaldi Md and is meeting with Ryan Coonerty today. ELD has applied for the planning grant for a new ELD building, which would include MOW. The next application is the building grant. Last application round ELD was awarded 50% of the possible grant amount, and there is a need to communicate that 100% is

needed to actualize the project. The funding model is highly focused on quantitatively increasing clients and discussion is needed about importance of arguing a quality assessment and fiscal impact. We are looking for a blended funding model, and November next year we would apply for \$3MM in CBDG funding for ELD. Since ELD receivables arrive after rendering services, we will need to build first and then move in. A combined capital campaign for MOW and ELD is possible.

d. TDA REFORM Taskforce

The Committee reviewed a letter from CALACT concerned with legislation trying to limit access for certain nonprofits to funds. This could go further to decide that no nonprofit can receive funding which would affect Lift Line. Currently no nonprofit leaders are on the Board of CALACT, and we are advocating to get nonprofit representation. The proposed legislation is threatening transportation in rural areas. Clarity is needed as to who qualifies instead of blanket statements about nonprofit ineligibility.

10:25 Items for next GC Agenda/BOD Agenda

10:30 Closed Session

11:00 5. Adjourn

Next Meeting:

Monday March 11, 12:00pm-1:00pm

Board Room, Santa Cruz County Community Foundation, 7807 Soquel Drive, Aptos



Mountain
COMMUNITY RESOURCES

COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD

Annual Budget: **\$393,395**
Number of Staff: **5**
City: **Felton**

WHY MOUNTAIN COMMUNITY RESOURCES?



16% of clients are experiencing homelessness



From 15/16, MCR has seen a **165%** increase in clients reporting incomes at or below Federal Poverty Level

PROGRAM SERVICES

- Fresh & Emergency Food
- General Advocacy
- Free Natural Health Clinic
- Positive Parenting Program (Triple P)
- Community Emergency Response Team (CERT)
- Child & Adult Counseling
- Parent Project (Youth Probation)
- New Parent Support Group
- Covered CA/Medi-Cal Enrollment
- Women Infants & Children (WIC)
- Clothing & Hygiene Pantry
- Computer Access
- Community Meeting Space

IMPACT

479 individuals served

2,184 services provided

163,000 lbs of healthy food distributed

187 hours of free counseling

MCR IS UNIQUE BECAUSE....

We continue to be a space where community members can identify a need and use their strengths and resources to try to meet it. We learn from our friends, volunteers, and neighbors everyday.



WHO WE SERVE

MCR doesn't just serve our human community members. This year, we launched our first **Healthy Pets for All** clinic in partnership with the Santa Cruz County Animal Shelter and local volunteers. Over 60 cats and dogs received exams, vaccines, flea and tick prevention, vouchers for spay and neuter services, pet supplies and food, and referrals for more advanced vet services. All services were free for low-income pet owners. **Our next clinic is March 15th.**¹⁰

MOUNTAIN COMMUNITY RESOURCES TRENDS

- Brick-and-mortar housing services aren't meeting community need
- County shifts to Evidence-Based Practices & Programs demand an adaptable and more professionalized non-profit workforce
- SLV low-income renters are increasingly vulnerable to illegal evictions and landlord abuse
- Repeal of Individual Mandate and more expensive premiums for subsidized plans saw less working poor enroll in health care



MCR needs a strong team of diverse & talented staff & volunteers to sustain the programs we are known for and realize those we are dreaming up.



Advocacy and Electeds



- We need a Housing First approach
- How can we pass solutions like Measure H?
- What can we do to support Medi-Care for all?

Keys to Sustainability

- Strategic planning & follow-through
- Agency collaboration & smart partnership
- Donor support

"Where do you see MCR in 2, 5, and 10 years?"

HOW BOARD MEMBERS CAN HELP!

- Phone-A-Thon! Let's raise 25K!
-  us on  and share our events
- Check out our new programs
- Attend the Mountain Affaire
- Help create an FRC strategic plan

MCR needs callers, secretaries, and accountants Tuesday 3/12 thru Thursday 3/14 4:00-8:00 pm



LIVE OAK COMMUNITY RESOURCES



Live Oak

COMMUNITY RESOURCES

COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD



Annual Budget: \$ 283,032

Number of Staff: 3

City: Live Oak



We've seen a **79%** increase in demanded services then previous years for this period.



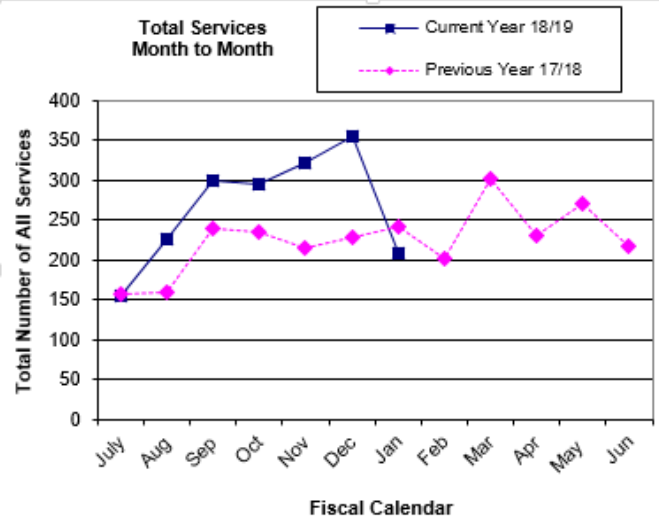
Currently, we've served more individuals who've reported being homeless then the entire '17-'18 Fiscal Year.

PROGRAM SERVICES

- Food Distribution
- General Advocacy
- Youth Tutoring Program
- Positive Parenting Program (Triple P)
- Child & Adult Counseling
- Parent Project (Youth Probation)
- Child/Parent Playgroups
- Housing (applications, searching, personal support)
- ESL Classes
- Covered CA/Medi-Cal Enrollment
- Clothing
- Computer Access
- Community Meeting Space



IMPACT



408 participants served

1,942 Services provided

111 Hours of counseling provided

956 Volunteer and Internship Hours



WHO WE SERVE

At LOCR, the staff and our service delivery model reflect the diversity of the communities we serve. We observe the highest standards of cultural competence, and is known for its willingness to collaborate with other groups and organizations in order to bring needed services to the residents of Live Oak and Santa Cruz County. This year, we're launching a **Homework Club** at Emerald Bay Apartments for youth in response to parents reaching out to LOCR asking for support for their children as many disparities for resources and activities exist in this part of Live Oak.

LIVE OAK COMMUNITY RESOURCES PROGRAM TRENDS

- Increased development proposals in Live Oak such as Waste Management, new Kaiser facility, low-income housing on Capitola Rd.
- Rental and housing prices have again increased in Live Oak.
- Our on-site partner from Work Force reports businesses high demand for minimum wage workers, especially in the Capitola/Live Oak area.



The biggest challenge is having a small team doing big things in the Live Oak community.

Advocacy and Electeds

- LOCR has increased it's advocacy with elected officials on-site to share our program's, the impact their funding has or can make at LOCR, and to develop a relationship for future political support

Keys to Sustainability

- Stronger presence in the community
- Continued donor support
- Diversify funding sources
- Programs based on community need

In 3 years, what is your vision of Live Oak Community Resources?

HOW BOARD MEMBERS CAN HELP!

- Like us on Facebook and share events or services we provide
- Come visit us!
- Continue to advocate for us on a political level.
- Come to one of our events





SUSTAINABILITY

Goals/Outcomes
FY 17/18



COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD



**AGENCY WILL HAVE 25%
RESERVE BY 2040**



**82% OF PROGRAMS MET
1% RESERVE INCREASE**

9/11 of programs in FY17/18
increased their reserves by 1% or
more. *Admin/Dev combined



**41.28% OF RESERVE GOAL
HAS BEEN MET**



**AMOUNT INCREASE IN
RESERVES**

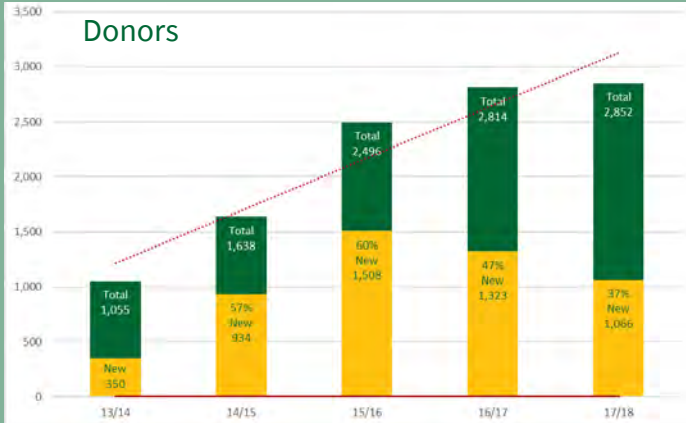
Close of FY 17/18 - Agency Reserves
increased by \$110,929



**7.65% PERCENTAGE
INCREASE OF TOTAL
RESERVE GOAL IN FY17/18**

Philanthropy Data for 17/18 CEO Goals

Donor Activity



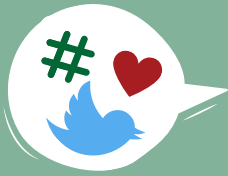
Donors increased by 1.35%, % new donors decreased by 19 compared to last year.



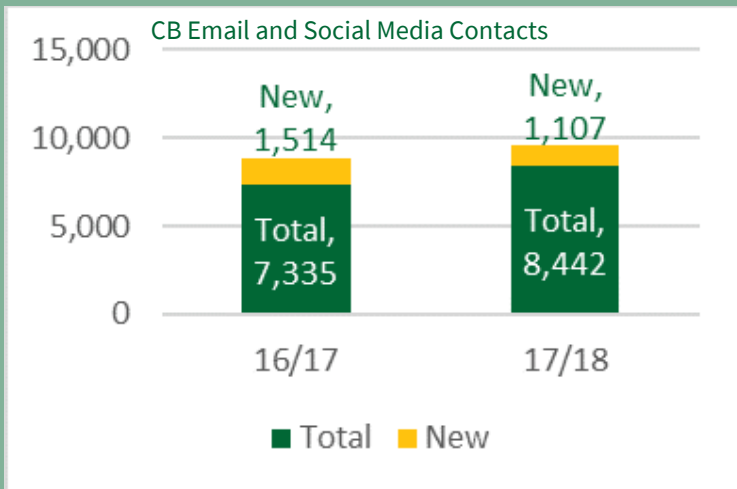
Donations increased by 14.5%

Meet and Greet

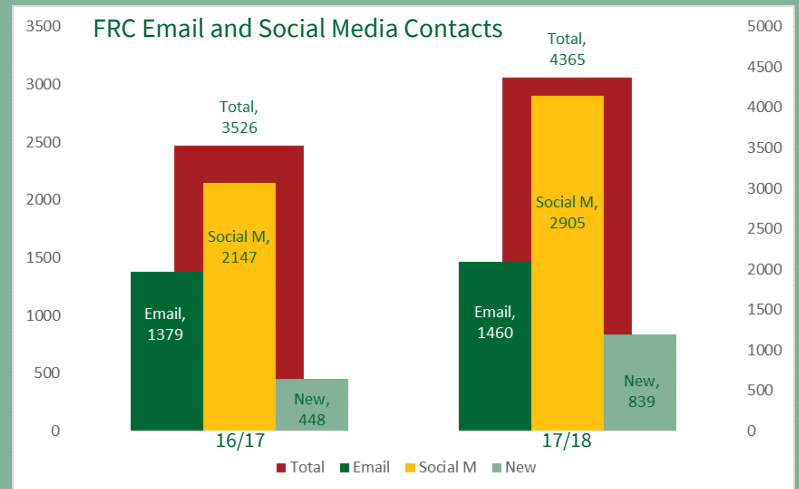
We had 12 events last year with opportunities to meet and greet policy makers, stakeholders, staff and participants.



Email and Social Media



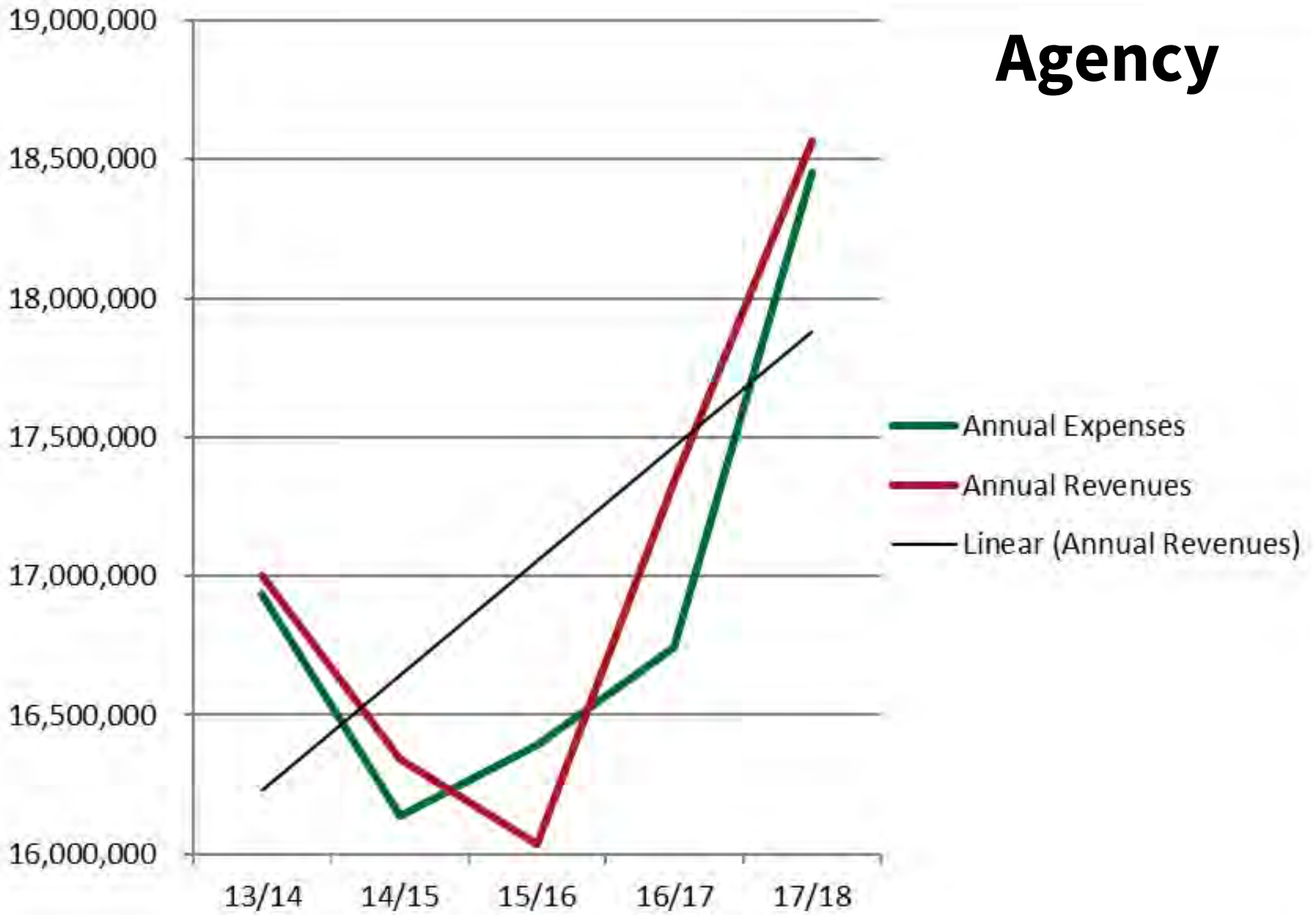
CB total media contacts increased by 15%



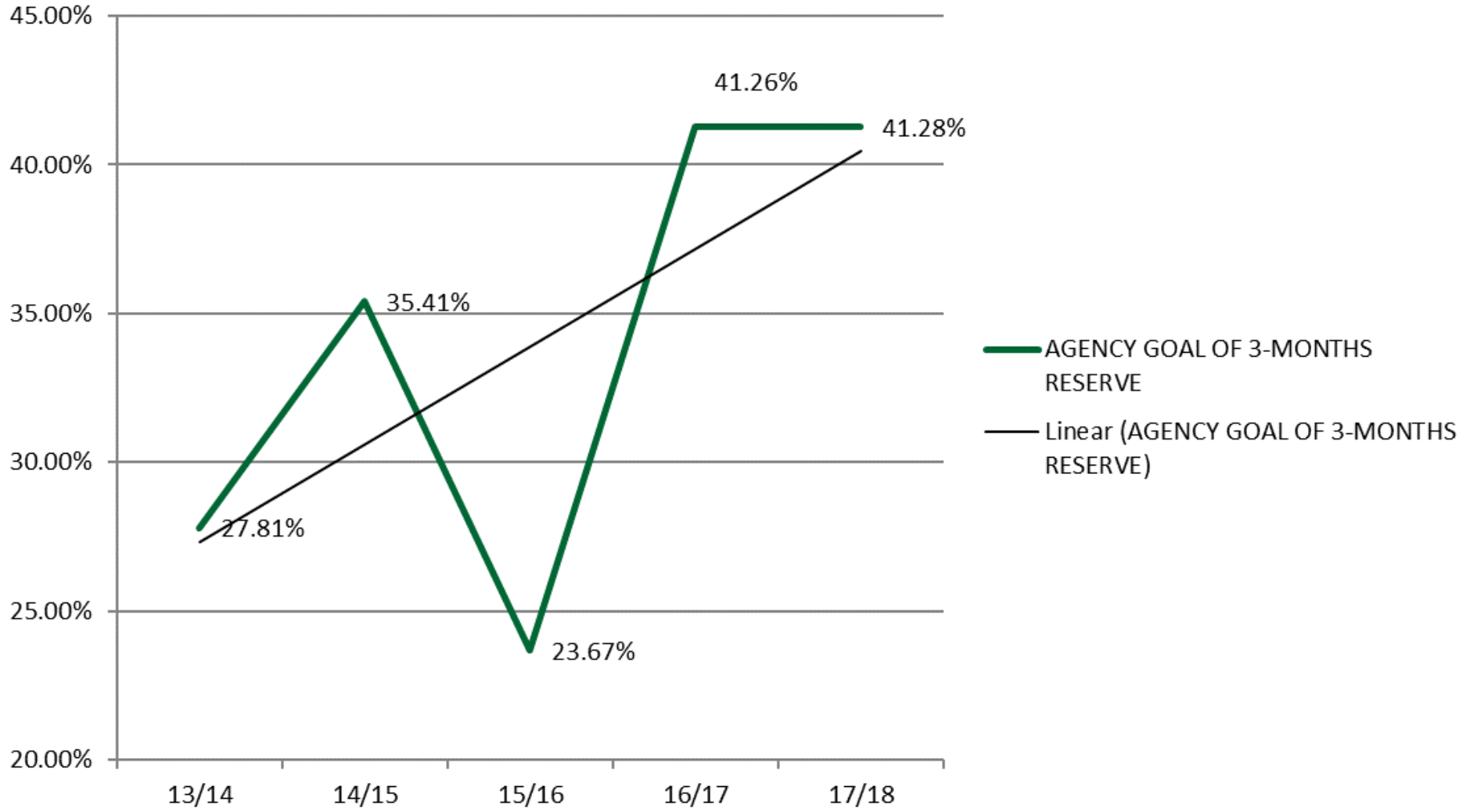
FRC total media contacts increased by 24%



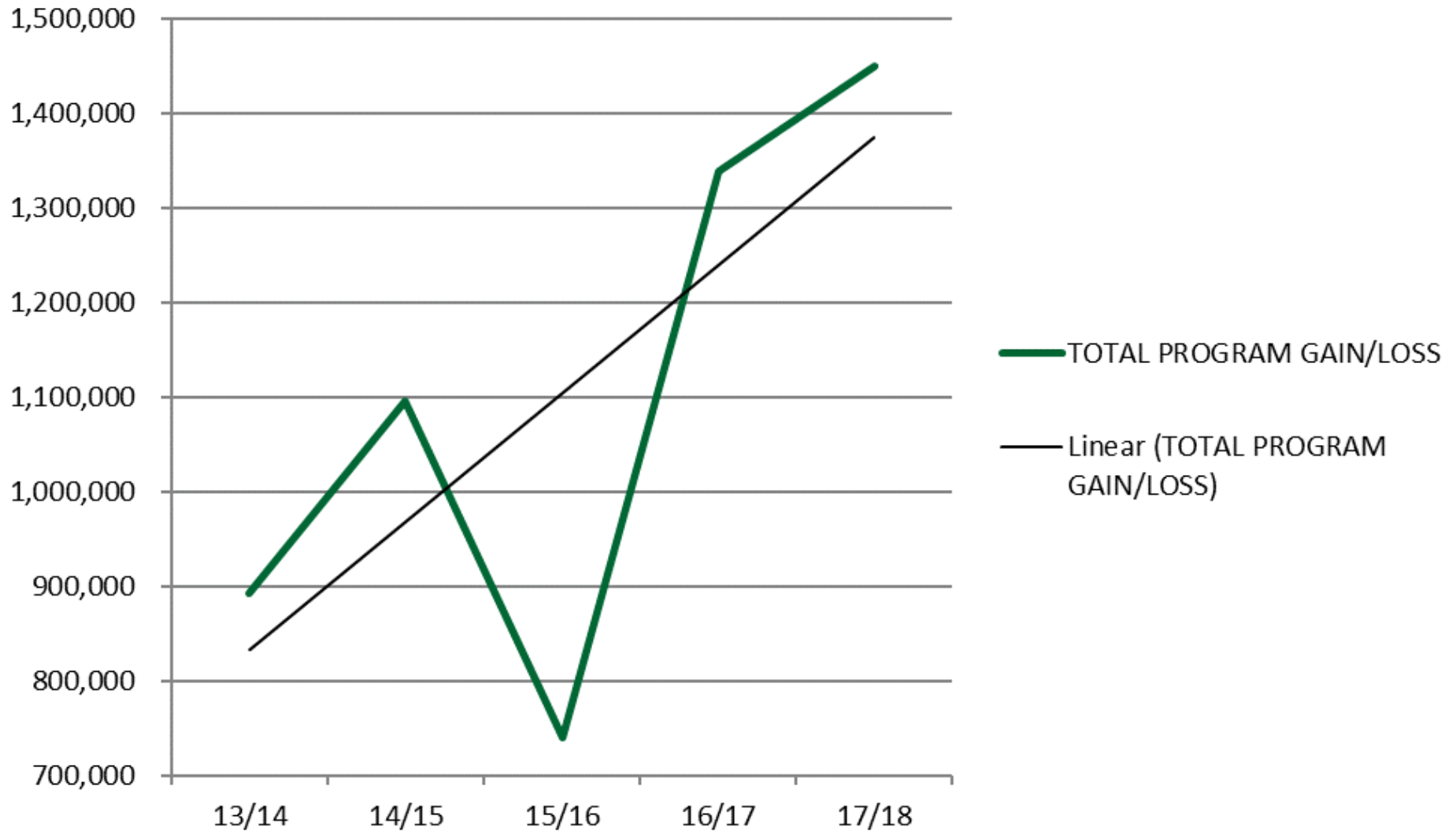
Agency



Percent Change Program Reserves



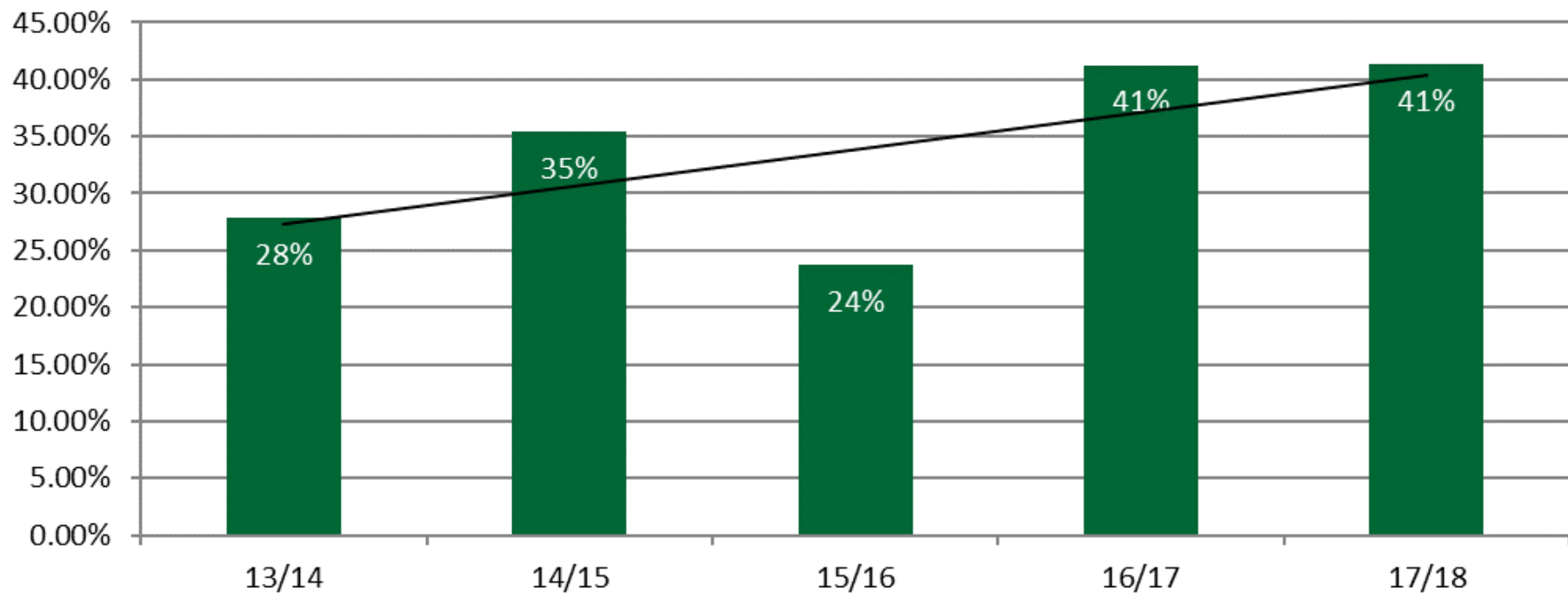
TOTAL PROGRAM GAIN/LOSS



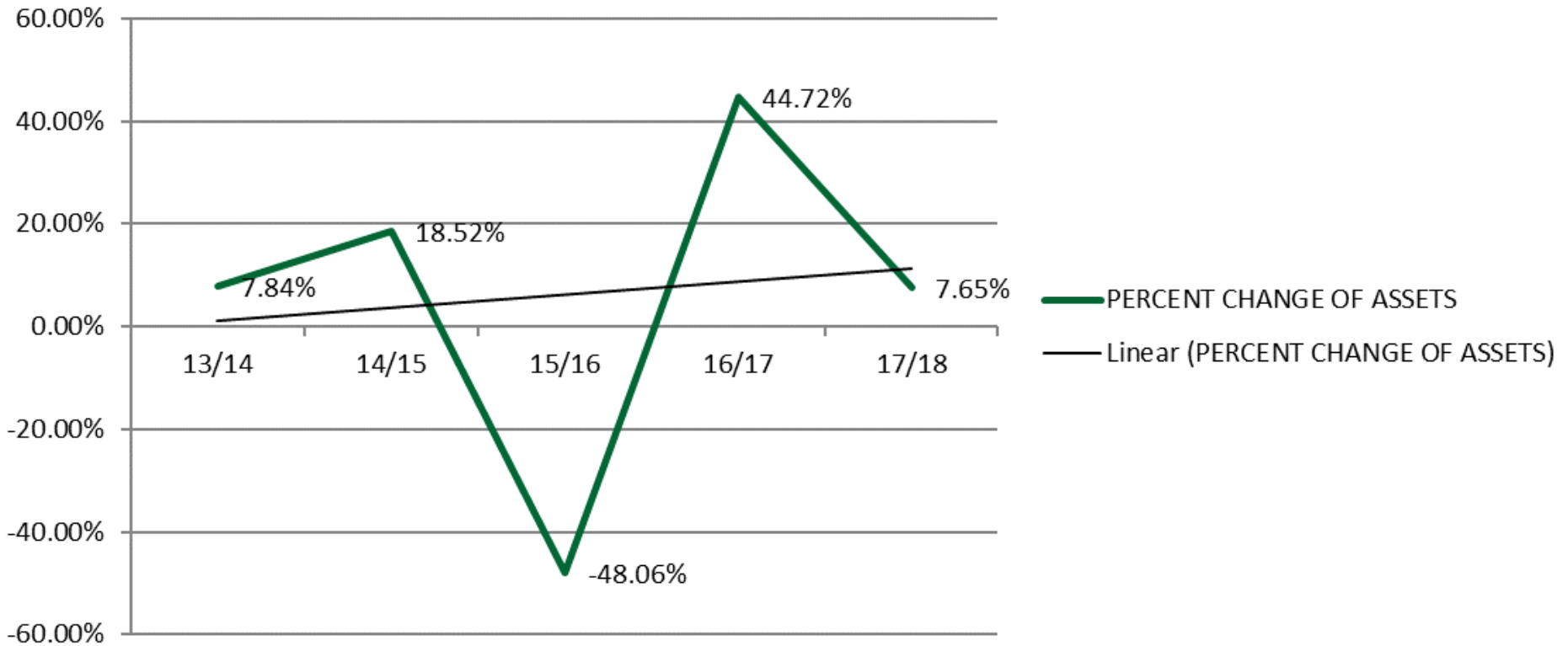
AGENCY GOAL OF 3-MONTHS RESERVE

■ AGENCY GOAL OF 3-MONTHS RESERVE

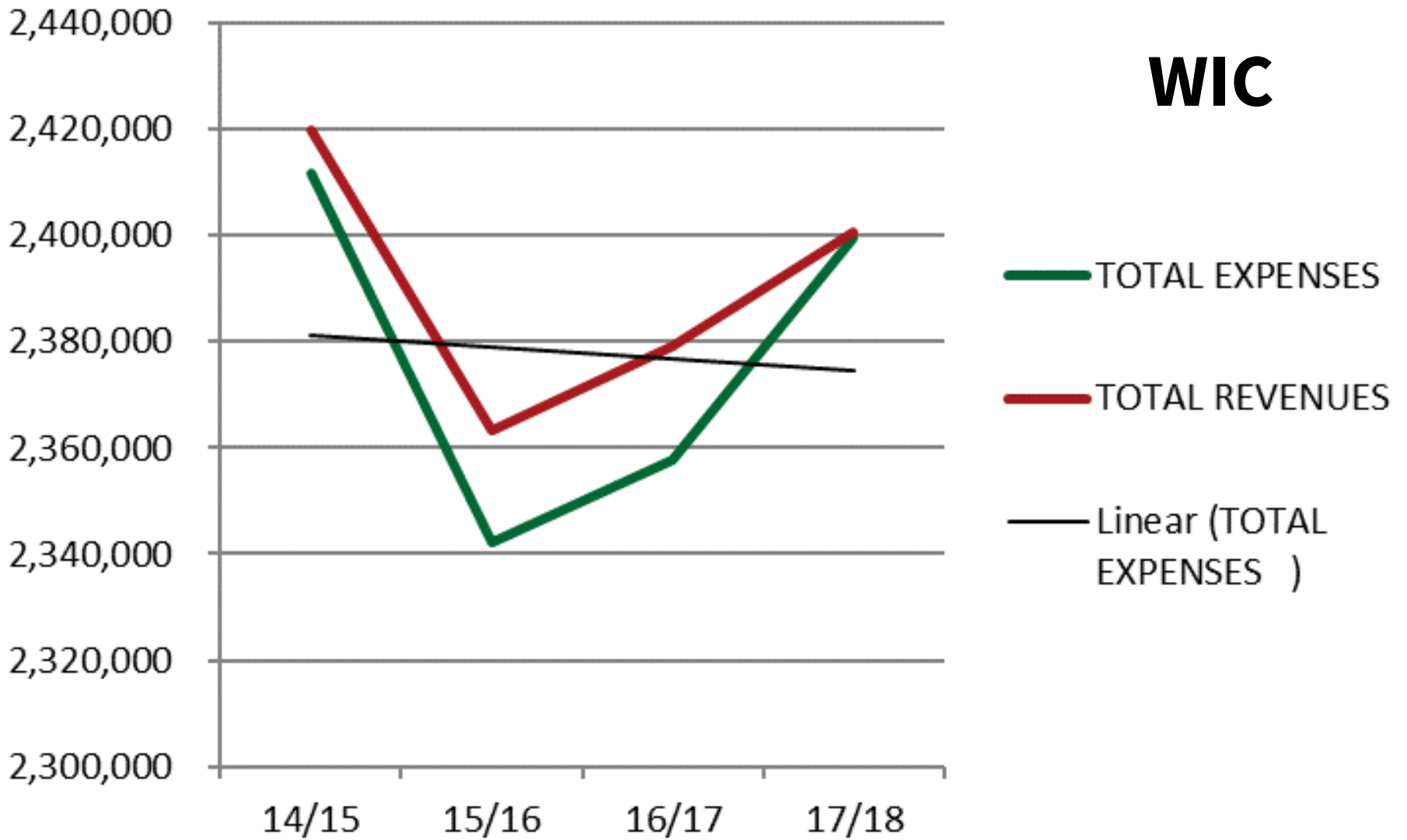
— Linear (AGENCY GOAL OF 3-MONTHS RESERVE)



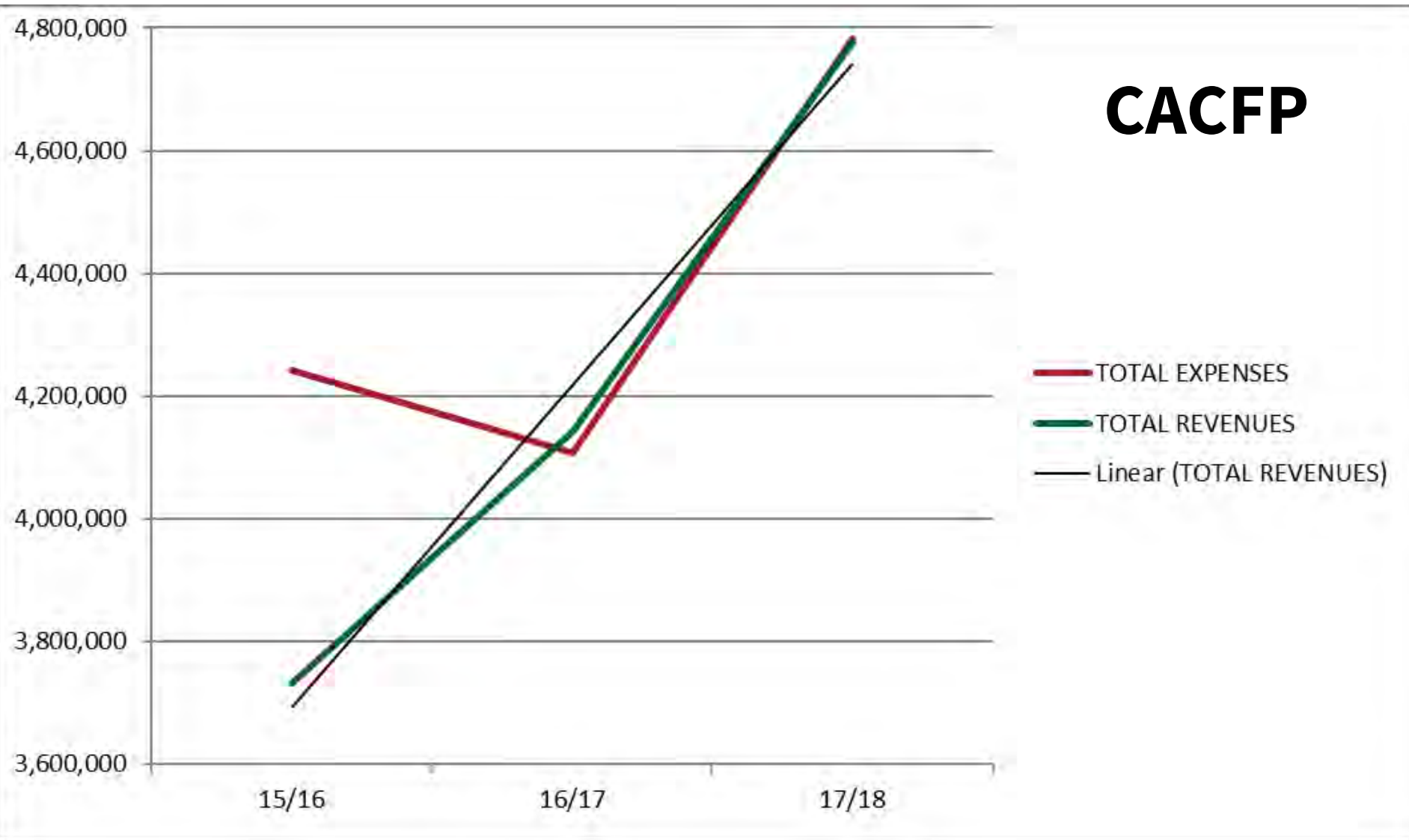
PERCENT CHANGE OF ASSETS



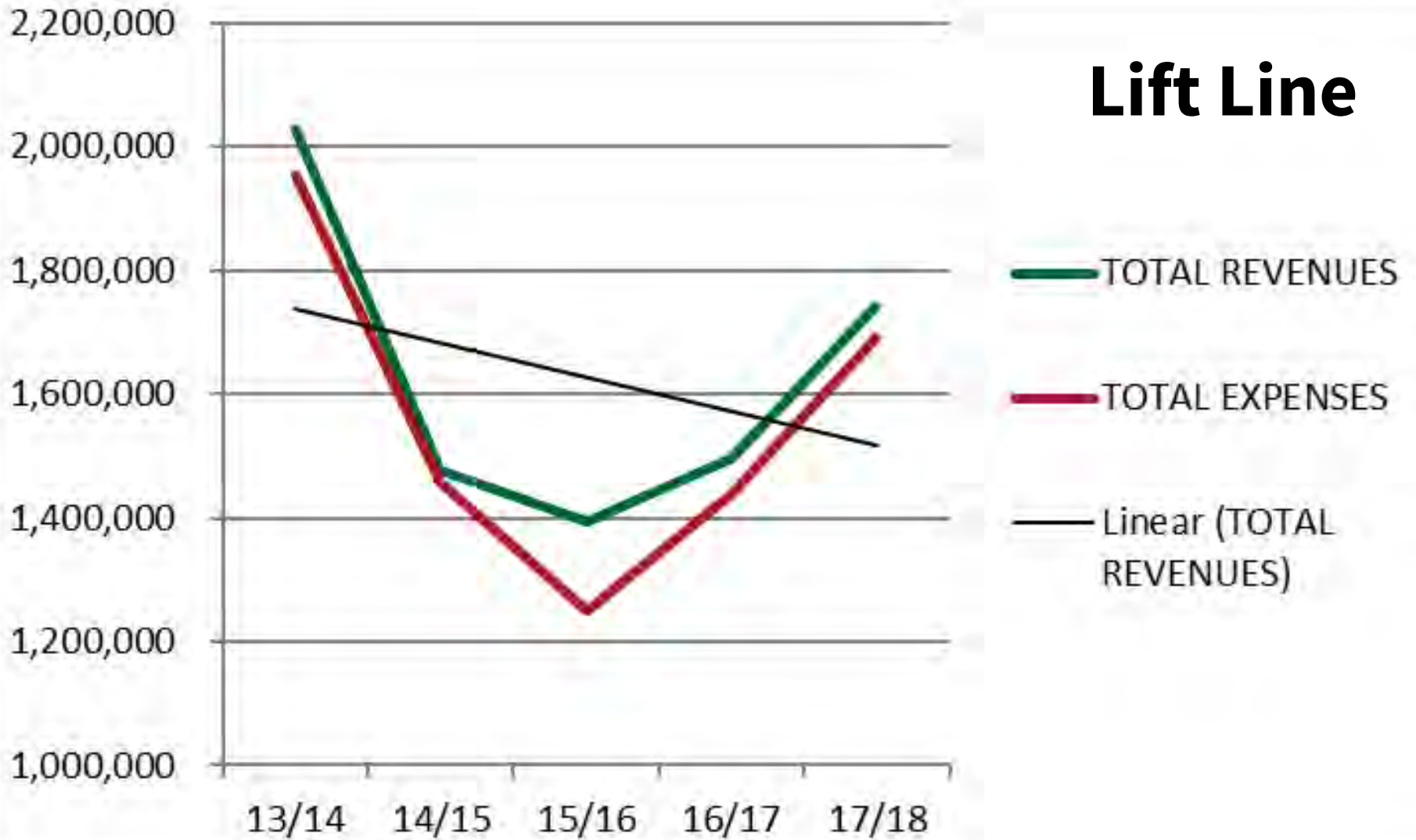
WIC



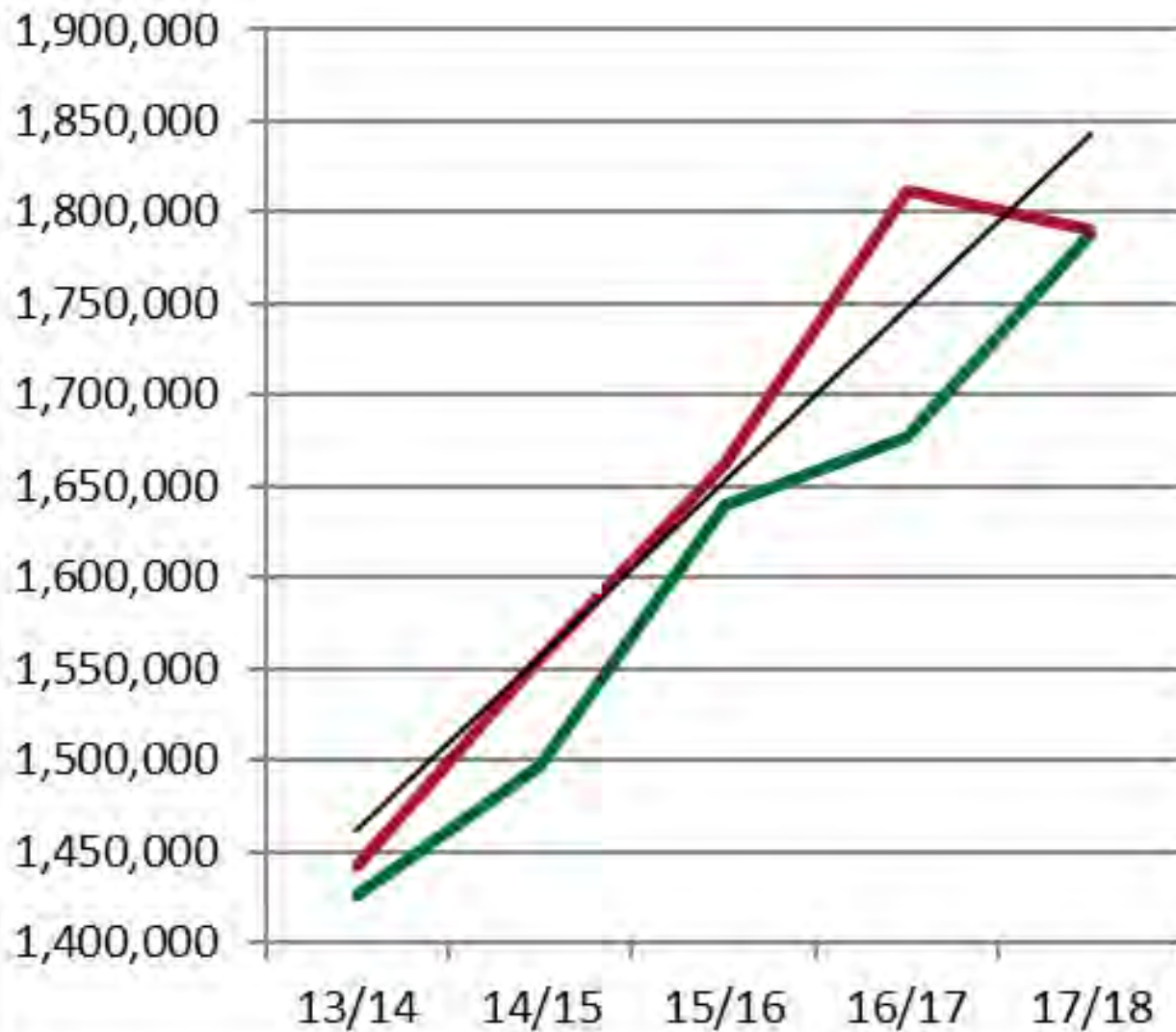
CACFP



Lift Line

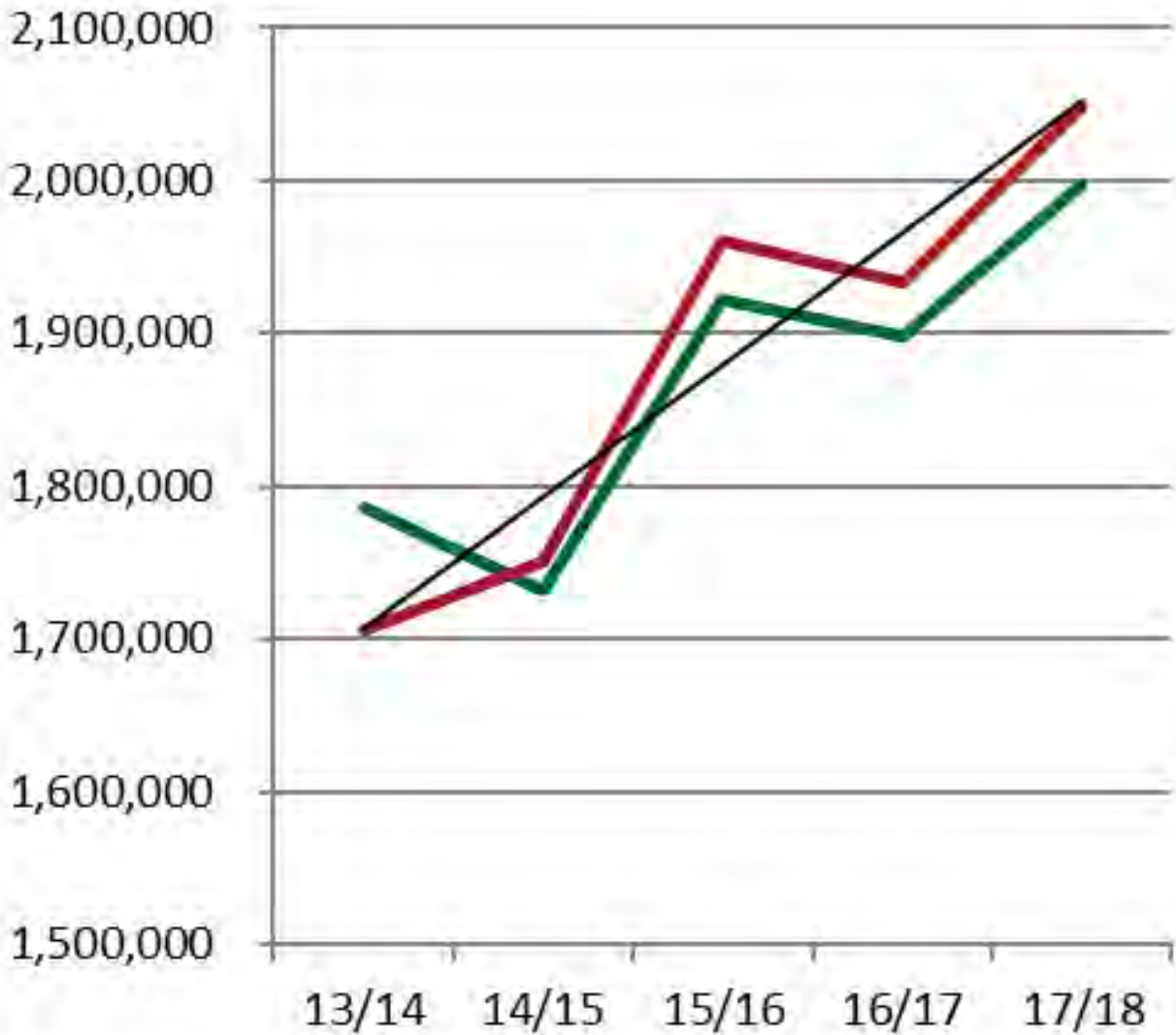


Meals on Wheels



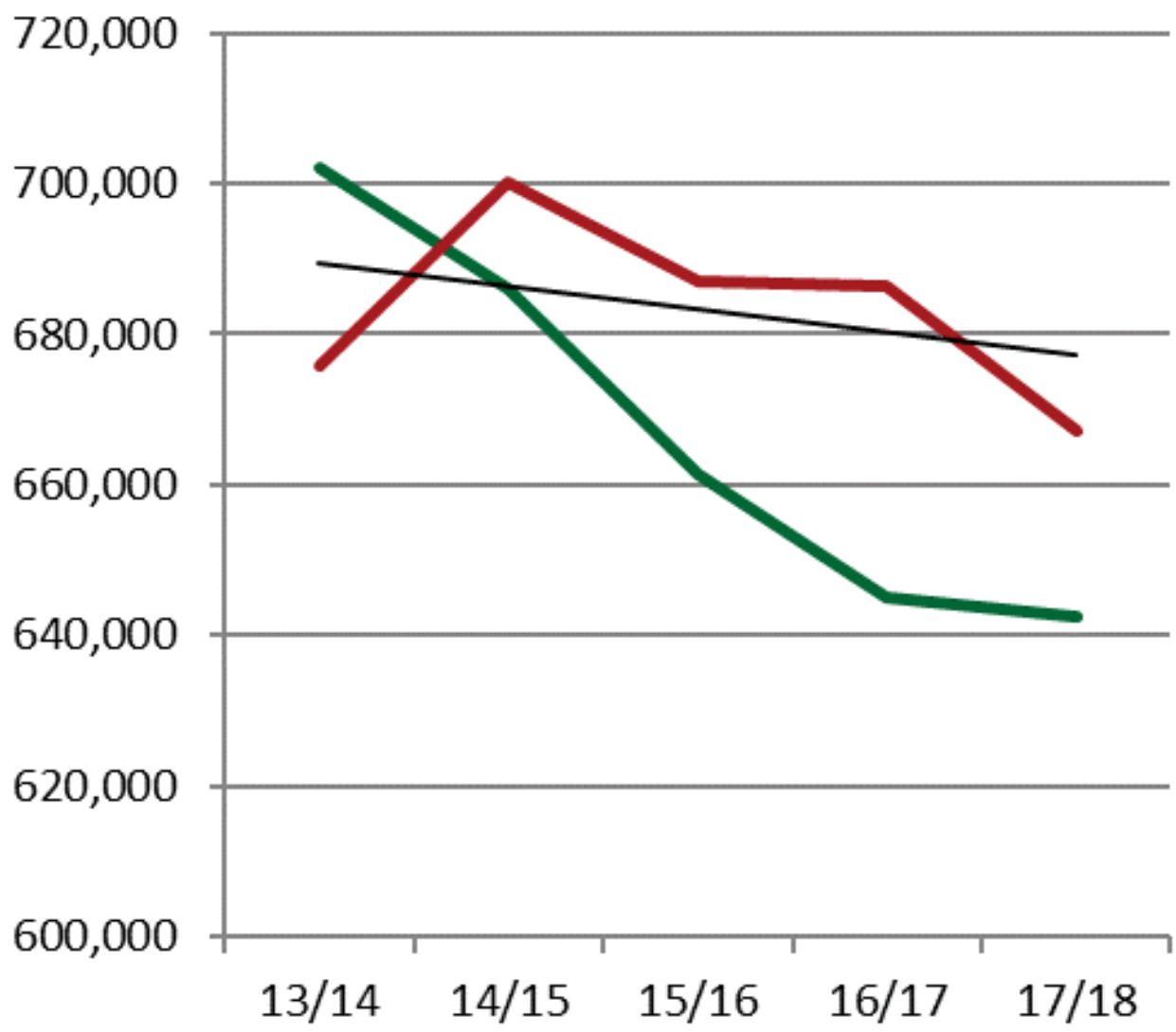
- TOTAL EXPENSES
- TOTAL REVENUES
- Linear (TOTAL REVENUES)

Child Development Division



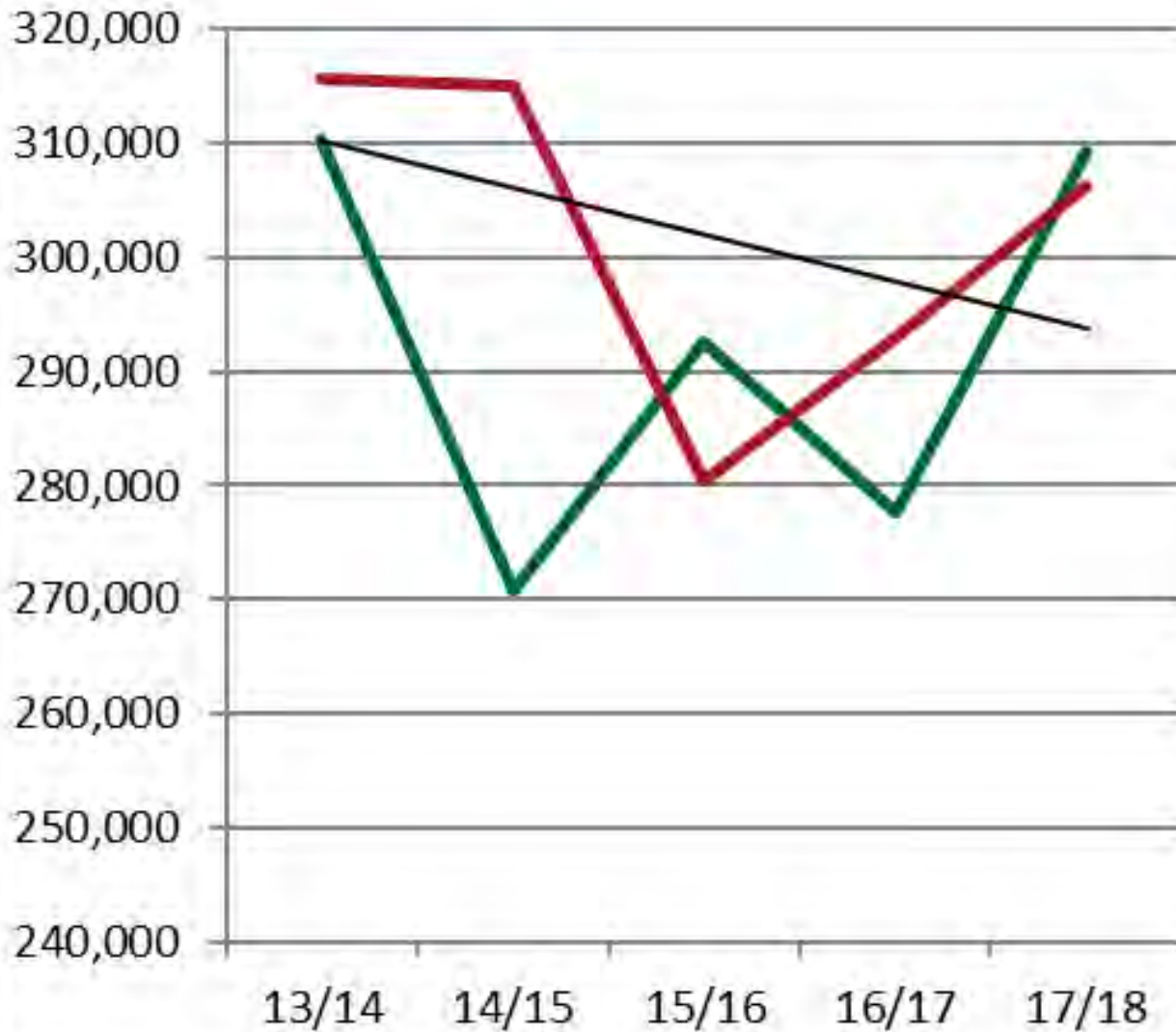
- TOTAL EXPENSES
- TOTAL REVENUES
- Linear (TOTAL REVENUES)

La Manzana Community Resources



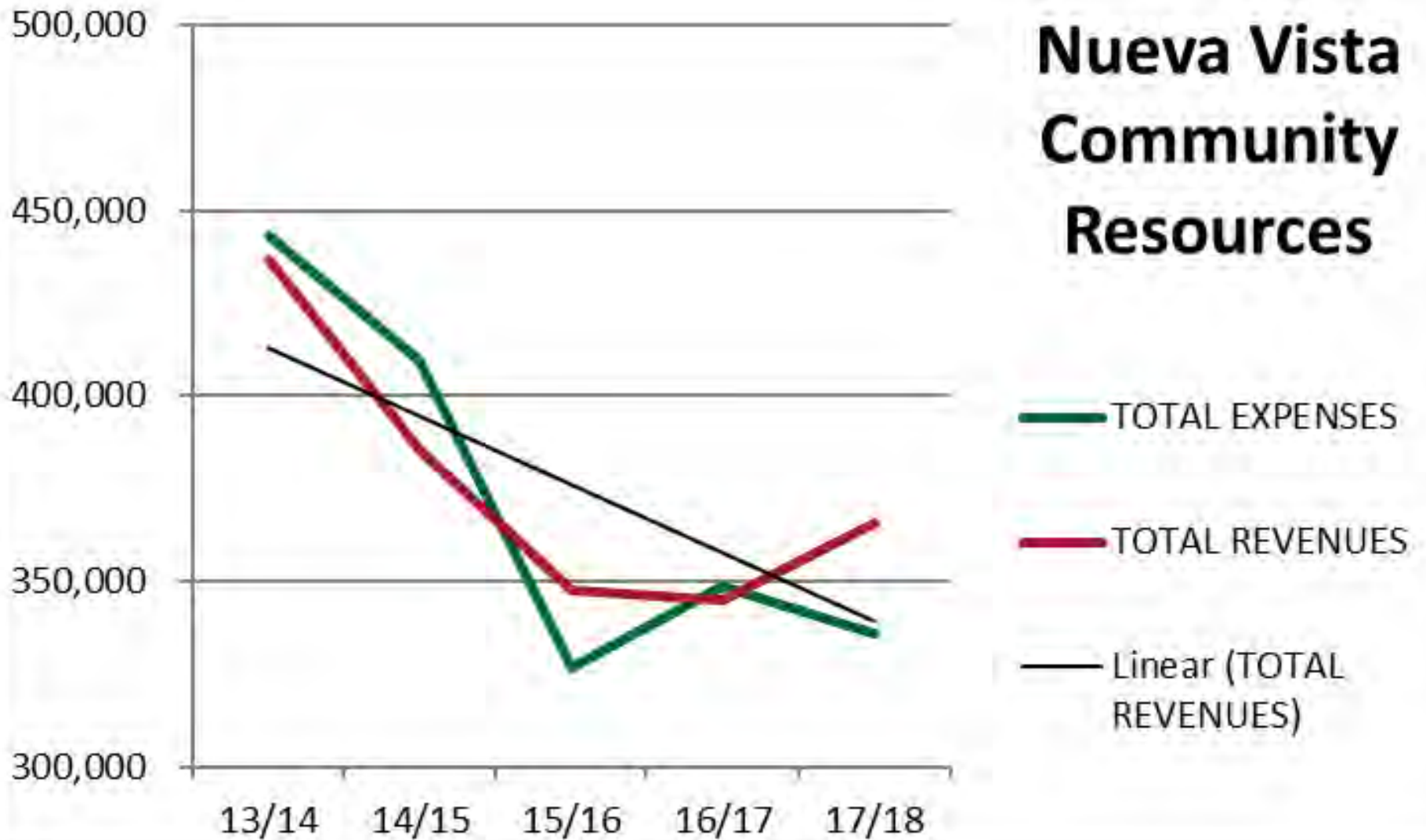
- TOTAL EXPENSES
- TOTAL REVENUES
- Linear (TOTAL REVENUES)

Live Oak Community Resources

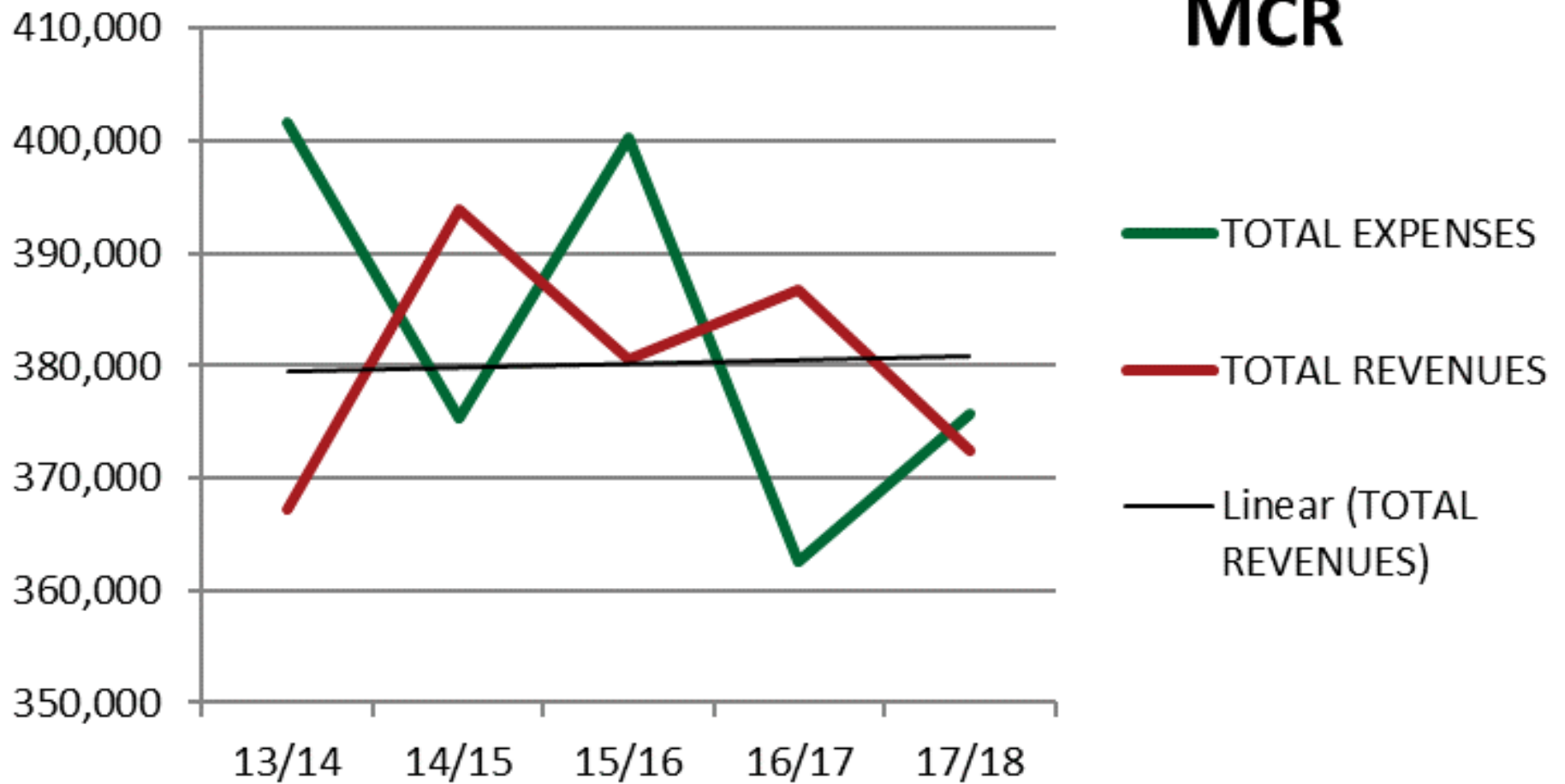


- TOTAL EXPENSES
- TOTAL REVENUES
- Linear (TOTAL REVENUES)

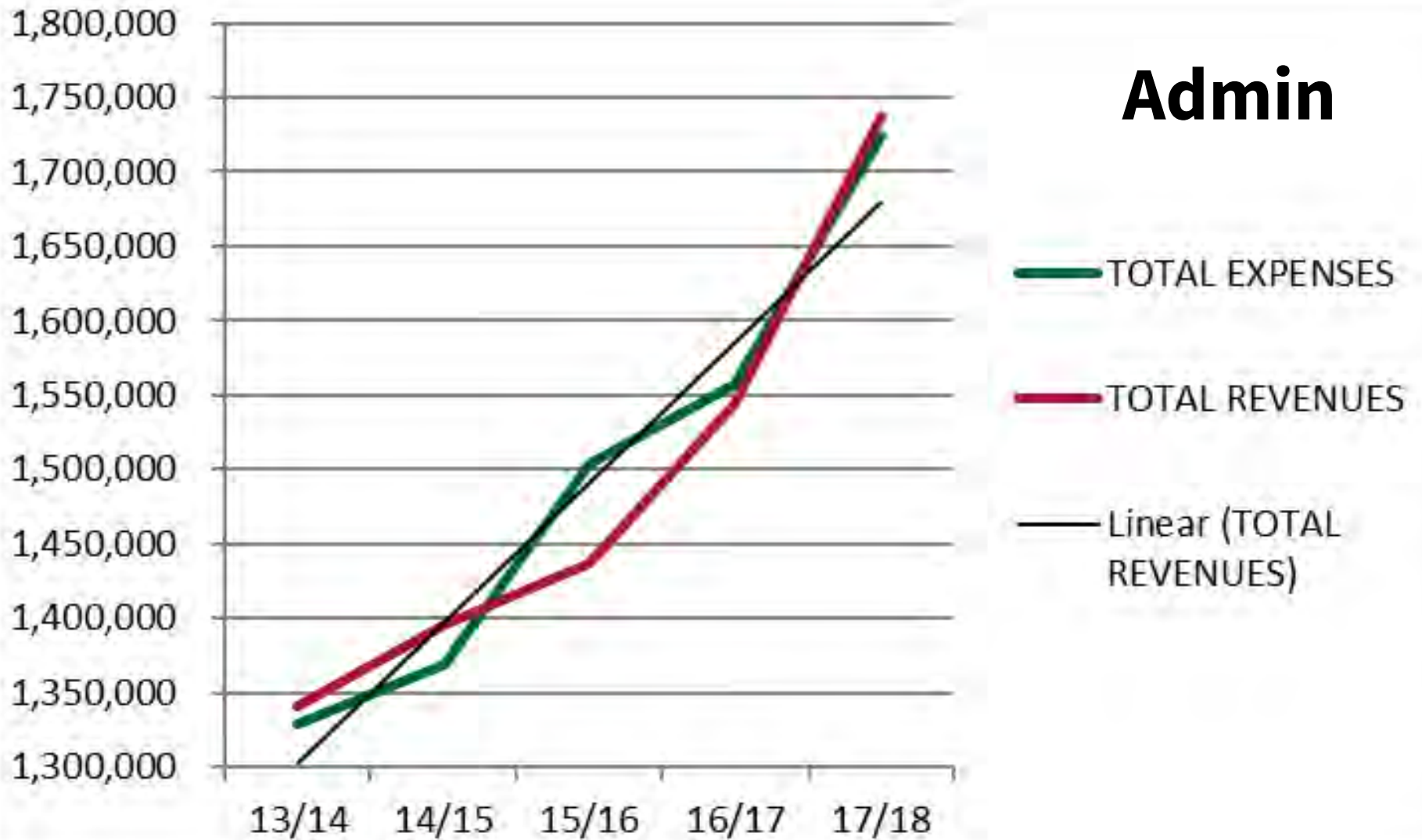
Nueva Vista Community Resources



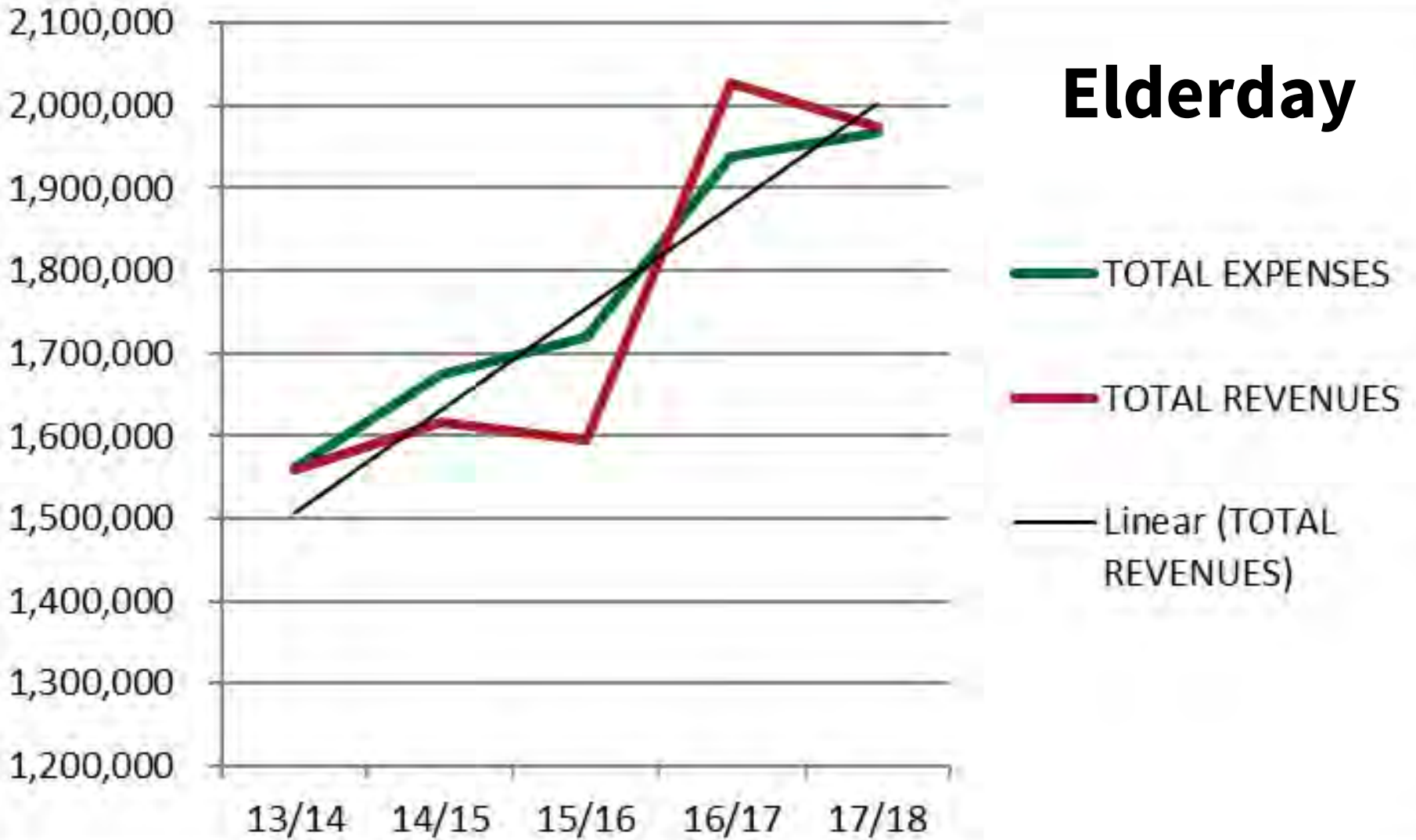
MCR



Admin



Elderday





Mandated Reporter Training by SC County Human Services Department.
January 14, 3pm-5pm. 18 West Lake Avenue Suite P, Watsonville



An Introduction to the Protective Factors

March 11, 9am-5pm. 18 West Lake Avenue Suite P, Watsonville



Harm Reduction and Public Health

April 8, 9am-10:30am. 18 West Lake Avenue Suite P, Watsonville



Diversity Training with Triangle Speaker Panel

May 13. 9am-12pm (English) and 1pm-4pm (Spanish).
18 West Lake Avenue Suite P, Watsonville



Facilitating Change Talk

June 28, 9am-5pm. 18 West Lake Avenue Suite P, Watsonville

TBD

TBD



The Pair of ACEs: Building Community Resilience

September 9, 9am-1pm. 18 West Lake Avenue Suite P, Watsonville

TBD

TBD



Trauma Informed Care

December 9, 9am-5pm. 18 West Lake Avenue Suite P, Watsonville

California Legislature

August 8, 2018

Mr. Joshua W. Shaw, Executive Director
California Transit Association
1415 L Street, Suite 1000
Sacramento, CA 95814

Re: Request for Review of the Transportation Development Act

Dear Mr. Shaw:

On behalf of the transportation policy committees of the California State Legislature, we are writing to request the California Transit Association (CTA) spearhead a Transportation Development Act Policy Task Force to fully examine performance measures for our state's public transportation system and produce a legislative recommendation for any reforms or changes to the current programs.

As you are aware, the Transportation Development Act (TDA) was crafted in the 1970s to provide a funding scheme for the state's public transportation system. TDA governs the expenditure of billions of dollars of funding for a wide variety of transit services in California. Specifically, TDA is funded by a ¼ cent statewide sales tax known as the Local Transportation Fund (LTF), and the sales tax on diesel fuel known as State Transit Assistance (STA). These funding streams are distributed to transit operators and regional transportation planning agencies (RTPAs) through long held statutory formulas. Additionally, there are different performance requirements attached to the two programs and the programs are linked, so performance outcomes in one can affect the other.

It has come to our attention in recent years that the performance measures developed in TDA law, including farebox recovery ratio, may not be adequate to meet the needs and overall transportation goals of our state. Additionally, it is our understanding that other states, and even our own California State Transportation Agency (CalSTA), have revised measurements and moved to newer standards.

As the state and regions continue to work toward the goal of reducing greenhouse gas emissions, as well as cutting other forms of air pollution, increasing the mode shift from single occupant car trips to public transportation is critical for success. Additionally, providing alternative modes of transportation helps relieve congestion on our highways, increasing the quality of life for commuters and assisting with the movement of goods throughout our state. The state remains committed to providing funding for public transit. In fact, with the recent passage of SB 1 (Beall), Chapter 5, Statutes of 2017, STA funding increased by roughly 130 percent.

Mr. Joshua Shaw
August 8, 2018
Page 2

As funding partners in these systems, the state must be able to measure performance outcomes to help guide future state policies. If the current system is not adequate, then the Legislature must consider alternatives.

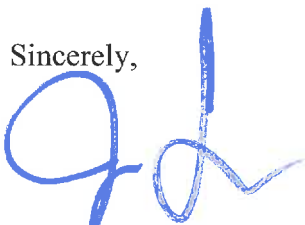
To that end, we are requesting that CTA convene a Task Force of stakeholders, including but not limited to, transit operators from both urban and rural areas; RTPAs from both urban and rural areas; the Administration; and relevant academics to thoroughly examine the current TDA performance measures for both LTF and STA and propose new, updated standards for the Legislature to consider. The Task Force should consider, but not be limited to, the following:

- Issues of overall service of transit agencies, e.g. providing reliable service to commuting populations while also providing service for the elderly and disabled;
- Issues of population and population density differences, such urban versus rural service areas;
- Issues of funding, including federal, state, and local sources;
- Issues of capital and operations, e.g how do we measure performance of both capital assets and the operation of the systems;
- Issues of state oversight, e.g. which state department or agency should be responsible for transit system oversight and reporting; and,
- General issues of TDA law that should be examined, e.g. whether LTF funds should be spent on local streets and roads.

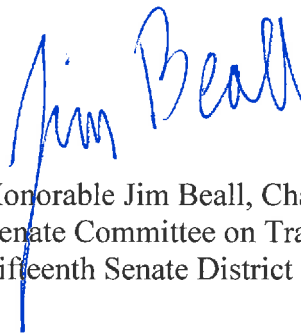
We would request that the Task Force complete their work by the Fall of 2019, so that any legislative recommendations could have full consideration during the 2020 legislative year.

We thank you in advance for taking on this monumental task and partnering with the Legislature to update TDA. Please contact Melissa White, with Assembly Transportation Committee, at melissa.white@asm.ca.gov, or Manny Leon, with Senate Transportation and Housing Committee, at manny.leon@sen.ca.gov, with any questions.

Sincerely,



Honorable Jim Frazier, Chair
Assembly Committee on Transportation
Eleventh Assembly District



Honorable Jim Beall, Chair
Senate Committee on Transportation and Housing
Fifteenth Senate District

Potential Revisions for Santa Cruz Metro Legislative Program: The CEO has been appointed to a statewide Transportation Development Act (TDA) Reform Task Force. On behalf of METRO, the CEO will seek various changes to the current law that will protect or increase the TDA funds received today by METRO. The CEO will seek to reduce the burden of the current outdated performance measures; explore the creation of new and useful performance measures; simplify and create a pass-through of TDA dollars directly to transit agencies; reduce the TDA dollars that today go to non-public transit uses/entities; and seek to cap the “off the top” dollars that are today taken by Regional Transportation Planning Agencies (RTPAs) and Metropolitan Planning Organizations (MPOs) for various line items such as administration, planning and reserves at 3% maximum.

Excerpt from RTC Legislative Program: Transportation Development Act (TDA): Monitor potential modifications to the TDA, including fare-box recovery requirements, and ensure funding for transit, planning, administrative, and other TDA purposes in Santa Cruz County are not reduced. Oppose efforts that would reduce TDA funds which are essential for RTC administration and planning. (Note: the RTC board approved the RTC leg program and directed staff to work with Santa Cruz Metro to coordinate proposals for TDA reform).

Development Progress Report

Fiscal Year 2018-19

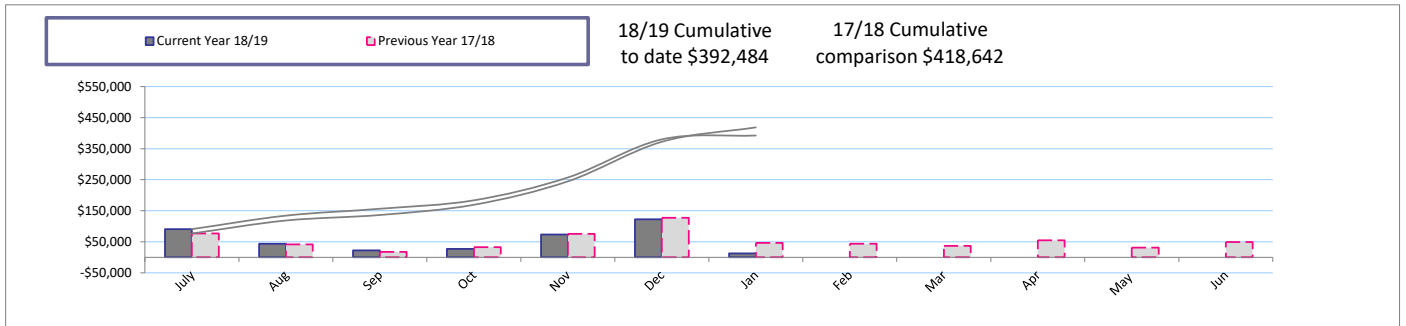
January 31, 2019

A. Revenue from Individuals & Businesses: donations, auctions, sponsorships, tickets. (Excludes unfulfilled pledges.)

Total	Fiscal Year	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
	Current Year 18/19	\$90,760	\$43,588	\$22,137	\$27,139	\$73,512	\$122,883	\$12,465						
Previous Year 17/18	\$76,795	\$41,825	\$17,779	\$32,874	\$75,415	\$127,521	\$46,433	\$43,568	\$37,199	\$54,823	\$31,484	\$49,677		\$635,394

Cumulative difference 1/31/18 to 1/31/19

-\$26,158 -7.0% change (Meals on Wheels event moved one month later in 2019)



B. Active Grant Applications - See Grant Status Report

- Grant Revenue Goal \$1,053,074
- Total Awarded YTD \$1,309,289
- New Funds Awarded \$244,215

C. Fundraising Event Summary

- Farm to Fork 2018: Net revenue increased 26% to \$38,832 with 11 sponsors and 140 guests.
- Mountain Affair 2018: Net revenue increased 12% to \$17,565 with 4 sponsors and 110 guests.
- March for Meals: Join us for *Food from the Heart* March 8, or Community Champions Mar 18-22.

D. Campaigns and Other - See Campaign and Appeal Summary

- Database update increased email reach 204% to 5,500 initial email appeal audience.
- Giving Tuesday raised 60% more from 95 donors up from 75, incl. 38 gifts on Facebook!
- Year-End fundraising stable over prior year, despite 15% decrease in MOW mass mailer.
- Strategic Visioning Meetings complete, document in process, initiatives moving forward.

Grant Status Report

Fiscal Year 2018-19

The grants listed below are tracked by the Development Department.

Active Grant Applications: Applied in and Funding for FY18/19

Revenue Goal: \$1,053,074

FY18/19 Awarded Grant Applications	FY 18/19	FY 17/18
TDA Funding Claim (LL)	\$695,074	\$664,920
Sunlight Giving (CB) multi-year	\$150,000	\$150,000
Alliance Partners for Healthy Food Access (FRC)	\$100,000	-
California Department of Aging, CBAS (ELD)☐	\$98,215	-
Community Foundation Santa Cruz (ELD, FRC)	\$45,000	\$50,000
Packard Foundation (NVCR)	\$45,000	\$45,000
County of Santa Cruz Probation for Youth (LORC & MCR)	\$45,000	\$60,000
Monterey Peninsula Foundation (Lift Line)	\$40,000	\$40,000
Dignity Health Dominican Hospital (FRC)	\$20,000	-
Community Action Board Immigration Services (FRC)	\$16,000	-
Rockefeller Foundation for Listen for Good (FRC) multi-year	\$15,000	\$30,000
Kaiser Foundation for At Risk Youth (FRC)	\$15,000	\$15,000
Newman's Own (MOW)	\$10,000	\$10,000
Dudley-Vehmeyer-Brown Foundation (MCR)	\$5,000	\$5,000
Save the Redwoods (NVRC)	\$5,000	-
AT&T Youth (MCR)	\$5,000	-
Disney Points of Light (MOW)	in-kind	-
Total Awarded	\$1,309,289	\$1,069,920

FY18/19 Submitted Grant Applications, in process, and prior year one time only

Alliance Planning Grant (MoW & Elderday)	\$150,000 <i>Submitted</i>	-
California Public Utilities Corp (FRC)	\$100,000 <i>Submitted</i>	-
Pajaro Valley Community Health Trust (LMCR)	\$15,000 <i>Submitted</i>	-
Community Foundation Monterey advocacy (LMCR)	\$12,000 <i>In process</i>	<i>Declined</i>
United Way Women in Philanthropy (NVCR)	\$10,000 <i>In process</i>	-
Palo Alto Medical Foundation (MOW)	\$5,000 <i>In process</i>	\$5,000
California Census Office 2020 (FRC)	TBD <i>Submitted</i>	-
Subaru Share the Love (MOW)	TBD <i>Submitted</i>	-
California Community Reinvestment Grants (FRC)	TBD <i>in process</i>	-
California Emerging Technology Fund (FRC)	TBD <i>In process</i>	-
Massage Therapy Foundation (MCR)	TBD <i>In process</i>	-
PG&E Emergency Response Outreach	TBD <i>In Process</i>	-
US Soccer Foundation (LOCR)	TBD <i>In process</i>	-
AHEAD Financial Literacy (FRC)	- <i>Declined</i>	-
Alliance Meal Delivery Pilot (MOW)	- <i>Declined</i>	-
Chevron STEM (CDD)	- <i>Declined</i>	-
Alliance Technical Assistance (ELD) one-time only	\$0	\$15,700
California Air Resources Board CARB (LL) one-time only	\$0	\$268,219
Total In Process	\$292,000	\$288,919

Campaign and Appeal Summary
Donations, Sponsorships, Events Revenue
FY 2018-2019 Progress Report – January 31, 2019

Programs	18/19 Goal	18/19 YTD	18/19 Goal %	17/18 Final
CB General Funds	\$124,606	\$126,628	102%	\$136,748
Child and Adult Care FP	\$3,066	\$2,240	73%	\$3,684
Child Development Dept	\$6,192	\$5,660	91%	\$6,491
Elderday	\$9,451	\$4,087	43%	\$9,765
La Manzana CR	\$2,049	\$1,321	64%	\$1,435
Lift Line	\$16,010	\$6,166	39%	\$18,351
Live Oak CR	\$27,914	\$33,085	119%	\$29,091
Mountain Community	\$62,459	\$44,128	71%	\$68,186
Meals on Wheels	\$285,098	\$158,872	56%	\$346,729
Nueva Vista CR	\$12,447	\$7,282	59%	\$13,307
WIC	\$1,172	\$3,017	257%	\$1,607
TOTAL	\$550,464	\$392,484	71%	\$635,394

2018-19 Appeal Results
January 31, 2019

Appeals/Campaigns	YTD 18/19 To Date	YTD 17/18 To Date	18/19 \$ change	18/19 % change
Annual Report	\$4,200	\$6,595	(\$2,395)	-36%
Bequests	\$5,429	\$0	\$5,429	0%
Calendar appeal	\$36,317	\$33,197	\$3,120	9%
Calendar Sponsor	\$3,500	\$6,500	(\$3,000)	-46%
Donates Monthly	\$7,592	\$6,299	\$1,293	21%
Farm to Fork Gala	\$62,667	\$60,159	\$2,508	4%
Founding 100	\$684	\$1,362	(\$678)	-50%
General Unsolicited	\$70,584	\$87,202	(\$16,618)	-19%
Giving Tuesday	\$23,385	\$16,200	\$7,185	44%
Honor/Memorial	\$2,240	\$820	\$1,420	173%
LL Van Sponsorship	\$2,460	\$3,610	(\$1,150)	-32%
LOCR Tutoring	\$10,520	\$0	\$10,520	100%
MCR Mountain Affair	\$23,485	\$23,618	(\$133)	-1%
MOW Food from the Heart	\$5,000	\$31,700	(\$26,700)	-84%
MOW mailer welcome packet	\$6,515	\$4,872	\$1,643	34%
MOW meal contribution donation	\$3,228	\$2,900	\$328	11%
MOW Spring Mailer	\$5,493	\$7,309	(\$1,816)	-25%
MOW Fall Mailer	\$87,955	\$101,075	(\$13,120)	-13%
NVCR Fall Mailer	\$1,957	\$2,508	(\$551)	-22%
Online donation/Internet search	\$16,016	\$8,249	\$7,767	94%
Outside Fundraisers	\$5,268	\$4,957	\$311	6%
Payroll Deduction - Employee	\$2,207	\$2,269	(\$62)	-3%
Payroll Funds - non-CB	\$2,937	\$3,929	(\$992)	-25%
Program Donation Box	\$2,846	\$1,012	\$1,834	181%
Total	\$392,485	\$416,342	-\$23,857	-6%

Board contributions (incl above)	\$7,344	\$3,090	\$4,254	58%
Board solicitations (incl above)	\$10,390	\$9,980	\$410	4%

COMMUNITY BRIDGES
Program Budget Summary
December 31, 2018

Projections for Year Ending 6-30-19

A	B	C	D	E	F	G	H	I	J	J	K
	6/30/18 Balance	Annual 18/19 Balanced Budget	Current Projected Expenses	Current Projected Revenues	As Yet Unsecured Revenues	2018-2019 Net Gain/Loss	(B+G) Cumulative Gain/Loss	Goal 25% Reserve %	Change from Prior Mo	% Change	14.64% Gen'l & Adm Exp
PROGRAM NAME:											
WIC (Oct-Sept FFY)	187,628	2,444,214	2,383,262	2,387,120	0	3,858	191,486	8.1%	(827)	0.0%	347,773
Child Development Div	85,195	2,204,760	2,106,193	2,154,610	172,142	48,417	133,612	6.4%	(1,251)	-0.1%	308,111
Elderday	(95,337)	2,020,095	1,976,701	1,980,798	222,900	4,097	6,976	0.4%	(25,714)	-1.3%	289,477
Meals on Wheels	556,454	1,769,894	1,773,319	1,703,805	316,163	(69,514)	486,940	29.1%	(22,560)	-1.3%	243,298
Lift Line	(121,745)	2,887,618	2,895,413	2,920,619	88,195	25,206	(96,539)	-3.8%	(3,399)	-0.1%	217,101
La Manzana Commty Res	117,098	663,512	646,897	619,836	11,012	(27,061)	90,037	14.2%	(8,427)	-1.3%	89,502
Mountain Commty Res	230,338	390,415	392,637	398,760	22,067	6,123	236,461	61.9%	(23,277)	-5.9%	57,500
Nueva Vista Commty Res	79,796	346,363	361,034	354,218	12,071	(6,816)	72,980	20.5%	(13,590)	-3.8%	51,467
Live Oak Commty Res	111,939	283,082	294,749	276,527	27,050	(18,222)	93,717	31.8%	(22,779)	-7.7%	43,164
CACFP (Oct-Sept FFY)	25,661	3,810,720	3,805,967	3,810,770	0	4,803	30,464	10.6%	5,500	0.1%	63,418
Administration	57,914	1,797,947	1,818,895	1,810,014	3,400	(8,881)	49,033	2.7%	3,257	0.2%	7,083
Philanthropy	69,690	165,845	169,754	161,814	46,429	(7,940)	61,750	36.4%	2,936	1.7%	24,928
TOTAL PROG OPERATIONS	1,304,631	18,784,465	18,624,821	18,578,891	921,429	(45,930)	1,356,917	9.56%	(110,131)	-0.6%	1,742,822
LOCR-Capital Campaign	418,382	43,342	23,570	(12,000)	0	(35,570)	382,812	NA	8,000	33.9%	0
CBHQ FY 18/19 Activity	-	-	127,863	180,955	0	53,091	53,091	NA	(3,440)		8,784
Fixed Assets & Gen'l Agy	1,046,937	-	197	280	0	84	1,047,021	NA	-	0.0%	0
TOTAL AGENCY	2,769,950	18,827,807	18,776,451	18,748,126	921,429	(28,325)	2,839,841	9.56%	(105,571)	-0.6%	1,751,606

Note: MOW : \$350,000 of MOW reserve revenue shown on Fixed Assets & General Agency 6/30/18 Fund Balance.

Note: LL : \$250,000 of prior year LL losses included in Fixed Assets & General Agency Fund Balance.

** Fixed Asset purchases and Pass-Thru expenses exempt; Admin Program restricted to 5% reserve due to Federal restrictions on indirect expenses

Total 6/30/18 Agency Ending Balance = Col B

Annual BOD approved Budget = Col C

Current Year Operating Expenses = Col D

Current Year Revenue is split into 2 categories, Firm and Unsecured (Cols E and F)

Current Year Gain or Loss = Col G. It is the sum of the 2 revenue columns less current expenses.

Cumulative Gain or Loss adds the Current Year Gain/Loss (Col H) to the 6/30/18 carryforward (Col B)

Column I is the percentage of reserve. The reserve goal is 25%.

Column J is the nominal change from the prior month projected gain or loss

COMMUNITY BRIDGES
Program Budget Summary
December 31, 2018

PROGRAM NAME:

PROGRAM NAME:	Minimal Change
WIC	Minimal Change
Child Development Div	26K decrease in personnel, 30K decrease in projected revenues
Elderday	-23K Medi-cal, +4K expenses (mostly personnel) 98K deficit grant placed in cumulative
Meals on Wheels	-20K projected donations, increased food costs, negative margins
Lift Line	30K net increase in revenues (-CARB +Measure D) Expensed to Reserve Funds
La Manzana CR	+7K grant writer pls GA
Mountain Commty Res	-13.7K projected MAA Revenue, +7K contracted grant writer
Nueva Vista CR	+7K grant writer, projected endowment gain now slight loss -5K
Live Oak CR	+10K contracted tutoring, +7K contracted grant writer, plus GA
CACFP	Personnel costs slightly decreased
Administration	-10K personnel expenses and +5K contracted services, +5K GA
Philanthropy	Slight Revenue increase due to increased donations
LOCR-Cap Campaign	Stock market decline - current projection of -3% annual decline
La Manzana Property	CAM Revenues close to Expenses - Includes 60K Sunlight funding - Rev/Exp YTD
FAs & Agy Unrestr.	Fiscal Sponsorships, Unallowable exps, Fixed Asset values
Total Agency	\$70K increase in total Agency Assets (Does not Include Measure D reserves)

**Community Bridges
Statement of Financial Position
December 31, 2018**

ASSETS	Donor		Donor Restricted Net Assets	Current Month Total	Prior Period Total
	Unrestricted				
Cash and cash equivalents	673,956	-	-	673,956	792,485
Cash reserved for LOFRC Facility Maint	-	-	410,266	410,266	421,913
Accounts/Grants receivable	2,180,739	-	-	2,180,739	1,949,106
Prepaid expenses	389,054	-	-	389,054	335,121
Inventory - Raw Food & Supplies	21,000	-	-	21,000	21,000
Refundable Deposits	42,399	-	-	42,399	42,399
Property and equipment	3,420,967	-	-	3,420,967	3,425,287
Leasehold improvements	536,626	-	-	536,626	536,626
TOTAL ASSETS	7,264,741	-	410,266	7,675,007	6,509,730
LIABILITIES					
Accounts payable	553,817	-	-	553,817	311,410
Salaries and wages payable	324,181	-	-	324,181	332,756
Payroll taxes payable	131,003	-	-	131,003	160,486
Retirement (401k) benefits payable	14,460	-	-	14,460	15,697
Accrued vacation salaries and wages	255,162	-	-	255,162	305,765
Health insurance payable/withheld	2,745	-	-	2,745	(2,776)
Short term debt (includes LOC)	-	-	-	-	-
Long term debt	2,256,230	-	-	2,256,230	2,311,445
Volunteer Center liability	2,537	-	-	2,537	2,537
Capitalized leases payable	4,968	-	-	4,968	4,968
Measure D fixed asset fund	702,523	-	-	702,523	596,811
Unearned revenue/advances	268,232	-	-	268,232	371,147
Other debts	87	-	-	87	138
Other liabilities	144,605	-	-	144,605	145,010
TOTAL LIABILITIES	4,660,550	-	-	4,660,550	3,639,773
Fund Balance June 30, 2018	2,351,568	-	418,382	2,769,950	2,769,950
Current Year Income (Loss)	252,623	-	(8,116)	244,507	198,594
TOTAL NET ASSETS	2,604,191	-	410,266	3,014,457	2,869,956

Cumulative Net Gain (Loss):	G M	Current Month	Old Last Month	Proposed Revised	
				Goals	Req Ratios
Liquid Unrestricted Net Assets (LUNA)/Avg Mo Exps	↑	244,507	63,304	\$200,000	None
Current Ratio (Current Assets/Current Liabilities):	↓	0.81	0.73	3.0	None
Modified Current Ratio (Liabilities include advances):	↓	2.6	3.0	2.8	None
Net Asset Ratio (Total Assets/Total Liabilities):	↑	2.2	2.3	2.5	None
Debt to Equity (Total Liabilities/Total Fund Bal):	↓	1.6	1.8	1.9	None
Debt to Assets (Total Liabilities/Total Assets):	↓	155%	127%	116%	None
Return on Reserves:	↓	61%	56%	54%	None
	↑	8.1%	2.2%	6.6%	None
Current Assets (excludes property/fixes assets):		3,717,414	3,562,023	2,100,000	
Current Liabilities (excludes long term/unearned):		1,426,061	1,123,337	755,000	
Modified Current Liabilities (adds in unearned):		1,694,293	1,494,484	855,000	

**Community Bridges
Agency-Wide Revenue and Expenses
December 31, 2018**

DESCRIPTION	RECEIVED		EARNED		A/R		UNEARNED		ACTUAL	
	YTD 12/31/18	% OF TOTAL	YTD 12/31/18	% OF TOTAL	YTD 12/31/18	% OF TOTAL	YTD 12/31/18	% OF TOTAL	YTD 12/31/18	% OF TOTAL
REVENUE										
EXPENSE										
County of Santa Cruz	608,600	8.7%	683,711	8.7%	75,111				3,339,188	43.7%
City of Santa Cruz	63,000	1.5%	119,000	1.5%	56,000				333,634	4.4%
City of Capitola			48,800	0.6%	48,800				443,317	5.8%
City of Scotts Valley			5,184	0.1%	5,184				274,398	3.6%
City of Watsonville	8,250	0.1%	8,250	0.1%	-				201,089	2.6%
AAA-Title IIIB/C	270,636	4.1%	326,032	4.1%	55,396				17,435	0.2%
USDA-AAA / CAFB / SL	68,435	1.7%	134,480	1.7%	66,045				687,755	9.0%
Dept of Health Svcs-WIC / Snap Ed	695,906	16.6%	1,310,919	16.6%	615,013				129,716	1.7%
Dept of Educ-CACFP Admin	101,016	2.5%	200,968	2.5%	99,951				8,416	0.1%
Dept of Educ-CACFP Homes Passthru	980,374	12.4%	978,660	12.4%	1,714				86,000	1.1%
Dept of Educ-CACFP Ctrs CCC / CBAS	12,958	0.9%	68,416	0.9%	55,458				101,785	1.3%
Dept of Education-CDD	609,272	9.6%	758,554	9.6%	149,282				44,569	0.6%
Transportation Development Act	393,875	4.4%	347,537	4.4%	46,338				345,019	4.5%
EFSP (FEMA)	6,152	0.1%	6,563	0.1%	411				80,407	1.1%
Covered CA-Navigator	3,470	0.0%	1,686	0.0%	1,784				991,618	13.0%
FTA Section 5310 - Cal Trans Veh			0	0.0%	-				20,916	0.3%
FTA Section 5310 - Cal Trans Ops			79,200	1.0%	79,200				30,221	0.4%
First Five	81,779	1.6%	122,375	1.6%	40,596					0.0%
TDA - Measure D	449,140	5.7%	449,140	5.7%	-				2,696	0.0%
Ca Air Resources Board (CARB)	0	0.0%	0	0.0%	-				56,709	0.7%
Foundations & Other Grants	376,674	3.0%	235,850	3.0%	140,824				279,462	
Donations/Fundraising	362,506	4.7%	373,403	4.7%	10,897				69,801	0.9%
Participant Contributions	41,363	0.5%	41,363	0.5%	-				98,216	
Client Fees	184,878	2.3%	184,878	2.3%	-					
Medi-Cal Fees	710,626	10.4%	818,282	10.4%	107,656					
Program Income-Other	66,298	1.8%	139,832	1.8%	73,534					
Transportation Fees/Scrp	4,283	0.1%	4,283	0.1%	-					
Outside Contracts	17,287	1.4%	111,936	1.4%	94,649					
Uncollectible Revenue	-57	0.0%	-57	0.0%	-					
Interprogram Revenue	327,631	4.2%	327,631	4.2%	-					
TOTAL REVENUE	6,444,350	100.0%	7,886,872	100.0%	1,633,181		190,659		7,642,365	100.0%
Net Gain (Loss) **			1,213,347		508,858				244,507	
Estimated Prior Yr Reserves									2,769,950	
Net Assets:									3,014,457	
Change from last month	45,913									

PROGRAM REPORT to BOARD of DIRECTORS



**Child & Adult Care
Food Program**

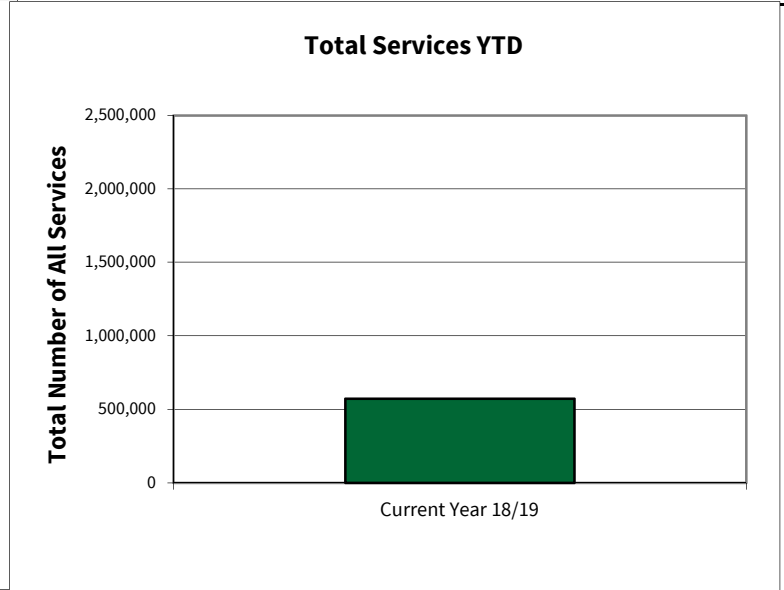
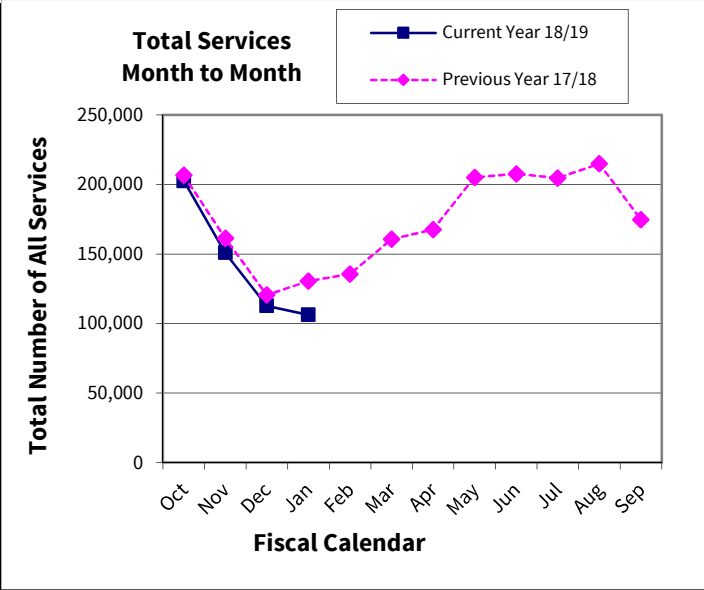
Program Name: Child & Adult Care Food Program

Date of Board Meeting: February 2019

A. Services: The CACFP child care component is a state and federally funded nutrition assistance program designed to provide healthful meals to children and adult receiving day care. Along with improving the diets of the participants through nutritious well-balanced meals CACFP also provides on going up-to-date nutrition, health, and safety education materials.

Total # of all services	Fiscal Calendar	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD	
	Current Year 18/19	202,623	150,906	112,664	106,246										572,439
	Previous Year 17/18	206,595	161,403	120,513	130,465	135,609	160,754	167,623	205,180	207,733	204,690	214,935	174,773	2,090,273	

*Dec 2018 & Jan 2019 claim month has not been closed out, therefore actual number of meals is not reflected



B. 2018-2019 Volunteers Report:

Fiscal Calendar (18-19)	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	YTD
# of Duplicated Volunteers	0	0	0	0	0	0	0	0	0	0	0	0	0
# of Unduplicated Volunteers	0	0	0	0	0	0	0	0	0	0	0	0	0
# of Volunteered Hours	0	0	0	0	0	0	0	0	0	0	0	0	0

C. Accomplishments:

- 1) Successful implementation of new meal standards effective October 1, 2018
- 2) Excellent DCH Administrative Review on January 22, 2019 (1 minor finding in fiscal)

D. Challenges:

- 1) Managing multiple deadlines and priorities with high staff turnover
- 2) Implementing new meal pattern requirements
- 3) Addressing downward trend in participation/meal service
- 4) Administrative burdens: need to reduce paperwork to increase program participation and efficiency

PROGRAM REPORT to BOARD of DIRECTORS

Program Name: Child & Adult Care Food Program

Report by Centers



**Child & Adult Care
Food Program**

Date of Board Meeting: February 2019

**December 2019 is pending submission*

CDDs

Total meals reimbursed	Fiscal Calendar	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	
	Current Year 18-19	5150	5103	5003	6431	5206									26,893
	Previous Year 17-18	5151	5773	5139	5919	5104	4207	4110	4987	5731	5179	3436	5430	60,166	

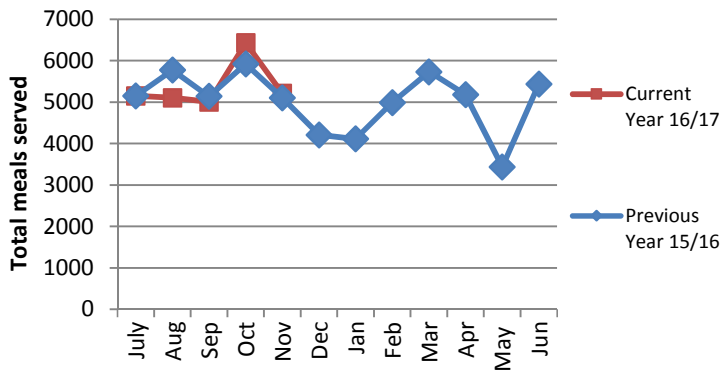
At-Risk Site

Total meals reimbursed	Fiscal Calendar	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	YTD	
	Current Year 18/19	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	0
	Previous Year 17/18	189	197	132	140	123	N/A	N/A	N/A	N/A	781	

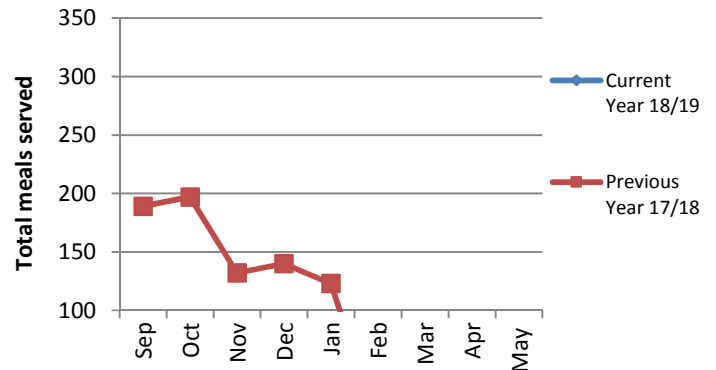
Elderday

Total meals reimbursed	Fiscal Calendar	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
	Current Year 18-19	2765	3024	2598	2983	2475								13845
	Previous Year 17-18	1083	2624	2402	2708	2064	2177	640	2509	2971	2793	2897	2915	27,783

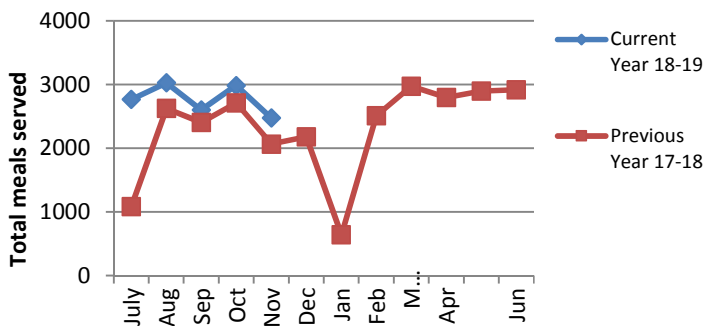
CDDs



At-Risk Site



Elderday



Accomplishments:

- 1) Completed Administrative Review on 5/8/18 with minimal findings
- 2) On going training and technical assistance of new meal pattern

Challenges:

- 1) New Meal Pattern
- 2) Administrative burden on centers & record-keeping
- 3) Redwood Mnt. Participation with CACFP pending

CDDs include: Fairgrounds, Nuevo Dia, Sycamore Street & Vista Verde centers.

At-Risk Site: As of February 2018 is not participating with the CACFP

PROGRAM REPORT to BOARD of DIRECTORS



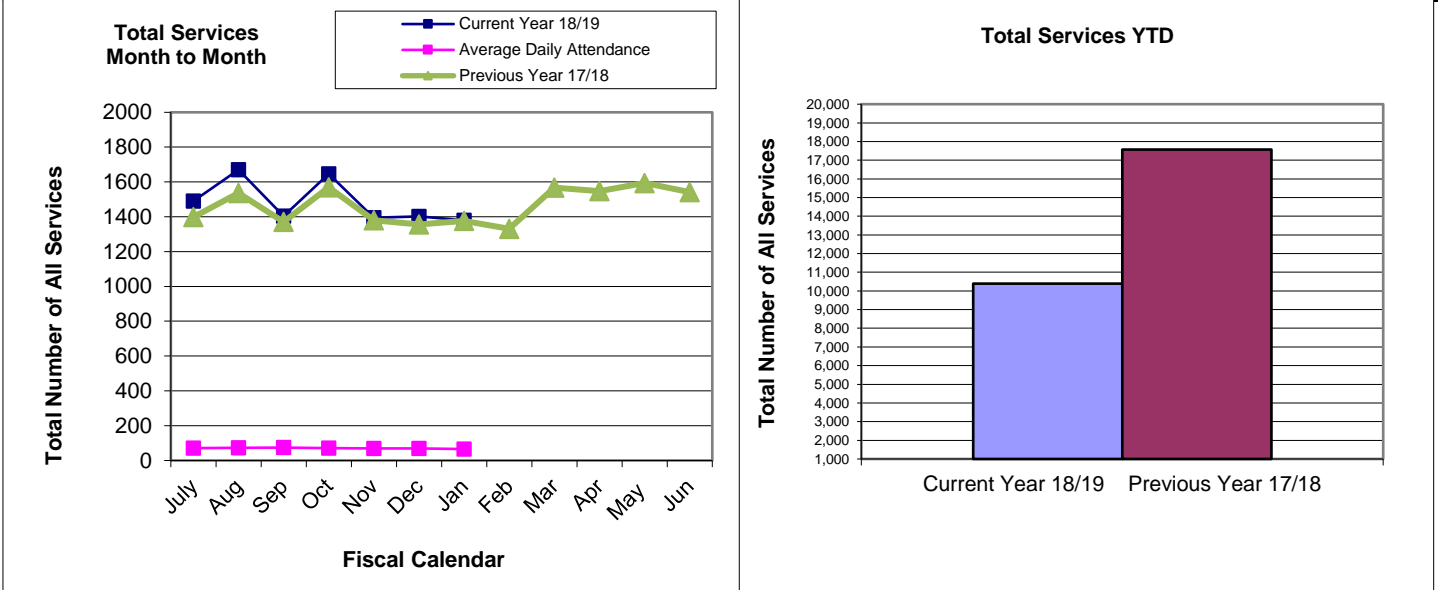
ELDERDAY
ADULT DAY HEALTH CARE
COMMUNITY BRIDGES
PUENTES DE LA COMUNIDAD

Program Name: Elderday

Date of Board Meeting: 11/14/18

A. Services: Service Units represent total number of service days provided to duplicated participants.

Total number of all services	Fiscal Calendar	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	
	Current Year 18/19	1491	1670	1403	1646	1395	1402	1380							10,387
	Average Daily Attendance	71.00	72.61	73.95	71.6	69.8	70.1	65.7							70.67
	Previous Year 17/18	1399	1537	1370	1569	1380	1356	1376	1,331	1,568	1,547	1,594	1,542	17,569	



2016-2017 Volunteers Report:

Fiscal Calendar (18-19)	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Number of Duplicated Volunteers	82	60	54	75	68	98	42						479
Number of Unduplicated Volunteers	29	22	36	42	34	79	28						270
Number of Volunteered Hours	195	76	87	146	140	198	99						941

B. Accomplishments:

Due to one-time only SB 856 funds, our deficit was eliminated in December and we have given one step increases to those staff eligible for step increases. Attendance remains a bit higher than last year (though there is always a dip Nov-Jan.) ELD staff and participants have been working with the MAH on the community-wide seniors and isolation/loneliness project. We continue to further our use of electronic records by beginning to use e-flow sheets.

C. Challenges:

Recruitment continues to be a challenge, especially for professional staff. We have advertised for an RN for six months but receive few applications due to very low salary. With shortage of workers, it has been difficult to cover medical and family leaves. It continues to be difficult to meet CORE progress due to the rigidity of the CORE process, as well as staffing issues. We have been asked to do more with less money.

PROGRAM REPORT to BOARD of DIRECTORS

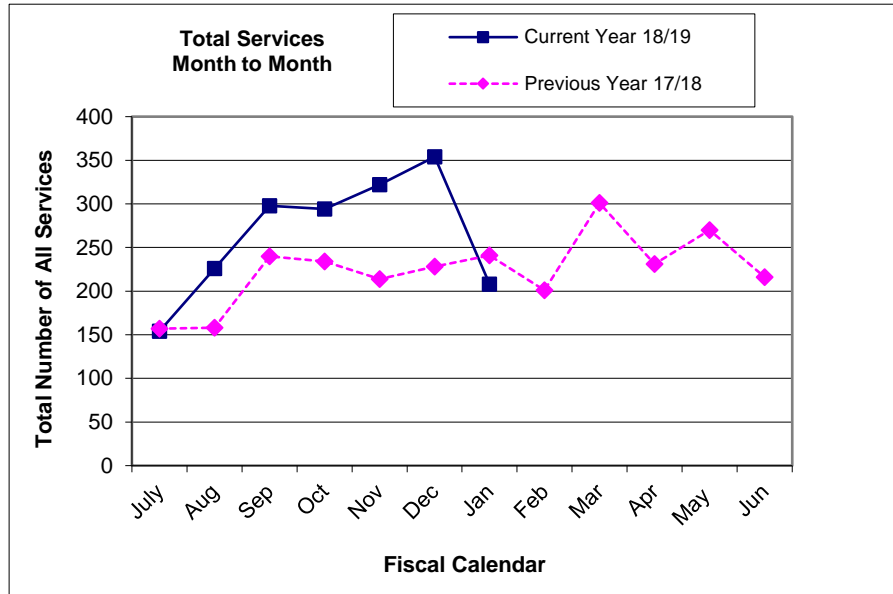
Program Name: Live Oak Community Resources



Date of Board Meeting: Nov 2018

A. Services:

Total number of all services	Fiscal Calendar	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	
	Current Year 18/19	154	226	298	294	322	354	208							1,856
	Previous Year 17/18	157	158	240	234	214	228	241	201	301	231	270	216		2,691



C. Accomplishments:

* LOCR currently has 3 counselors on site providing counseling for youth and families, and continues to provide mental health services to families of Live Oak. LOCR is currently holding The Parent Project 10-week Spanish class in Watsonville with successful participation from parents. LOCR successfully expanded First 5 Triple P program by having both Family Advocates certified in Level 3. LOCR brought on an AmeriCorp person to help oversee the After-School Tutoring program which still provides FREE 1-on-1 tutoring to children of Live Oak with volunteers providing their time to serve the children of Live Oak. We are also happy that we've increased volunteer and intern participation into LOCR's activities.

* LOCR still takes a leadership role on the steering committee of the Live Oak Cradle to Career initiative. This partnership with Live Oak School District, the County of Santa Cruz, Santa Cruz Community Health Centers, First 5, and Encompass has allowed us to provide on-site English as a Second Language classes while providing childcare to families during their

D. Challenges:

*Challenges for this FY was the reduction staffing hours due to loss of funding for the Roots and Wings program, and having the capacity to meet the increase of demanded services. The Program Manager has increased helping with Direct Services and helping teach the Parent Project Spanish classes. With intern/volunteer help, the PM and Admin team have been applying and looking for additional grants.

PROGRAM REPORT to BOARD of DIRECTORS

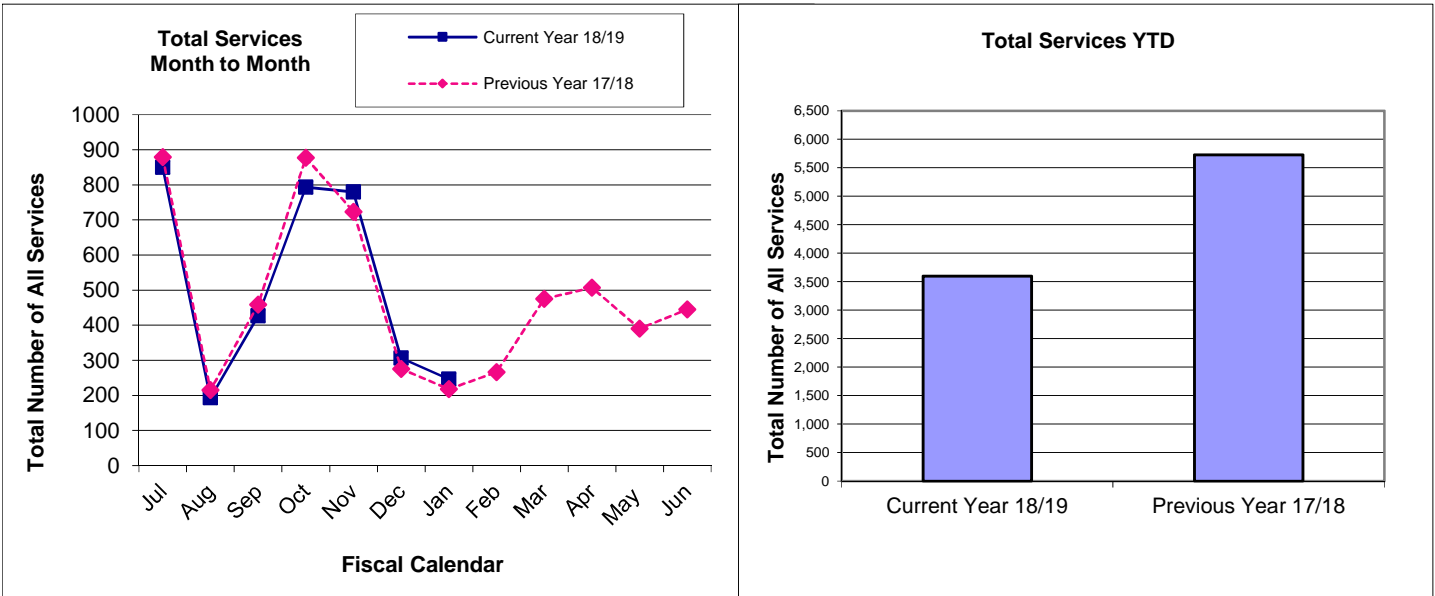
Program Name: Nueva Vista Community Resources



Date of Board Meeting:

A. Services: Advocacy, Outreach, Youth Activities, Food Distribution

Total number of all services	Fiscal Calendar	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD	
	Current Year 18/19	850	193	427	793	780	306	246							3,595
	Previous Year 17/18	879	215	459	877	723	275	218	266	475	507	390	445		5,729



B. 2018-2019 Volunteers Report:

Fiscal Calendar (17-18)	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
Number of Duplicated Volunteers	8	6	20	26	24	14	16						114
Number of New Unduplicated Volunteers	2	3	5	6	6	4	4						30
Number of Volunteered Hours	32	18	36	64	62	38	38						288

C. Accomplishments:

- Have brought back health screenings through Dominican Mobile Clinic
- Received funding from CCAH and Dignity to coordinate health screenings, end food insecurity, and promote wellne:
- Hosted one of the "Posadas" at NVCR. It was well attended, about 100 participants.
- Afterschool participants received toys through "Toys for Tots" program.

D. Challenges:

Nueva Vista is being recommended for another cut of \$25K in CDBG fundign for FY19-20, to tr \$50K loss.