



HYBRID BOARD OF DIRECTORS

Wednesday, November 15, 2023, 5:00 PM to 7:30 PM

Big Bird Room (18 W Lake Ave) OR

<https://us02web.zoom.us/j/613973795>, Meeting ID: 613 973 795

REGULAR SESSION DRAFT AGENDA

5:00 1. CLOSED SESSION

6:00 2. Adjourn Closed Session

6:00 3. Call to Order/Establish Quorum

6:00 4. Agenda Review (5 min)

6:05 5. Announcements/Program Updates (10 min)

6:15 6. *CONSENT AGENDA – Action Items (5 min)

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

6.1 Draft Minutes of the September 20, 2023 Board of Directors Meeting

6.2 Draft Minutes of the October 11, 2023 Governance Committee Meeting

6.4 Draft Minutes of the October 11, 2023 Finance Committee Meeting

6.7 Draft Minutes of the October 11, 2023 Development Committee Meeting

6.8 Draft Minutes of the November 8, 2023 Development Committee Meeting

6.9 Resolution: CDE Continued Funding Application - Email Vote

6.10 Resolution: CDSS Daycare Expansion Grant - Email Vote

6.11 Resolution: Whale Tail Grant (for FRCs) – Email Vote

6.11 Approval of Agency Board Resolution EED Highland Park

6:20 7. Receive comments from members of the public on “Items not on the Agenda” (5 min)

6:25 8. BOD Chair Report – Jack Jacobson (5 min)

6:30 9. CEO Report – Ray Cancino (30 min)

a) *Program Presentation – FRCs*

b) *Agency Phishing Attack*

7:00 10. Development Report–Tony Nunez/ Anna Vaage (10 min)

7:10 12. Finance Committee Update – Doug Underhill (15 min)

7:25 13. Newspaper Articles

a) [Decades of dedication: Lisa Berkowitz's lifelong commitment to Meals on Wheels](#) – Lookout Santa Cruz, September 2023

- b) [Slow recovery continues after Pajaro flood](#) – Santa Cruz Local, September 2023
- c) [Six months after levee breach, Pajaro residents face difficult road ahead](#) – KAZU, September 2023
- d) [Community Bridges readies for Lift Line service expansion](#) – Santa Cruz Sentinel, September 2023
- e) [Community Bridges celebrates opening of new Elderday center](#) – Santa Cruz Sentinel, October 2023
- f) [Mountain Affair to honor longtime food pantry volunteer](#) – Press Banner, October 2023
- g) [Elderday unveils its new senior day center](#) – The Pajaronian, October 2023
- h) [Pajaro Flood Victims Still Rebuilding](#) – Good Times, October 2023
- i) [Five UC Santa Cruz projects awarded grant funding to tackle climate change challenges](#) – Lookout Santa Cruz, October 2023
- j) [5 Amazing Volunteer Organizations In Watsonville](#) – Patch, October 2023
- k) [Medi-Cal rules prompt enrollment drop in Santa Cruz County](#) – Santa Cruz Local, October 2023

7:25 14. Items for Next Agenda (5 min)

7:30 15. Adjourn Regular Meeting

Next Meeting: *Wednesday, January 17, 2023, 5 pm - 7:30 pm, via Zoom.*



BOARD OF DIRECTORS

Wednesday, September 20, 2023, 5:00 PM to 7:30 PM

<https://us02web.zoom.us/j/613973795>, Meeting ID: 613 973 795

Present: Ray Cancino, Jack Jacobson, Michele Miller, Michael Babich, Mary McMillan, Tyler Smith, Sara Seigel, Doug Underhill, Nick Calubaquib, Silvia Morales, Tony Nunez, Ryan Friedrich, Anna Vaage, Jesus Bojorquez, Dana Wagner, Darren Daley, Lois Sones, Lisa Hindman Holbert, Erika Rodriguez

Minutes: Mary Mackenzie

REGULAR SESSION DRAFT MINUTES

5:00 1. CLOSED SESSION

6:00 2. Adjourn Closed Session

6:00 3. Call to Order/Establish Quorum

6:00 4. Agenda Review

6:05 5. Announcements/Program Updates

WIC – WIC fruit and veggie funding is in jeopardy. Please go to this link to help support:

<https://nwica.salsalabs.org/FY24Budgetappropriations/index.html?eType=EmailBlastContent&eld=456f34ad-240d-42d3-a2a7-2fd85226844b>

6:00 6. *CONSENT AGENDA – Action Items

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

6.1 Draft Minutes of the June 21, 2023 Board of Directors Meeting

6.1a Motion to accept and approve the FY 23/24 budget as written. Motion moved by Mary/Ryan, MSP.

6.1b Motion to approve the development plan as written. Motion moved by Michael/Mary, MSP.

6.2 Draft Minutes of the July 12, 2023 Governance Committee Meeting

6.2a Motion to approve LL Title VI Plan Resolution. Motion moved by Silvia/Ryan, MSP.

6.3 Draft Minutes of the August 9, 2023 Governance Committee Meeting

6.4 Draft Minutes of the July 12, 2023 Finance Committee Meeting

6.4a Motion: Adopt enrollment goals and deadlines for EED to present to full board. Motion moved by Mary/Jack, MSP.

6.5 Draft Minutes of the August 9, 2023 Finance Committee Meeting

6.5a Motion to approve the Measure D 5-Year Plan. Jack/Steph, MSP.

6.6 Draft Minutes of the September 13, 2023 Finance Committee Meeting

6.7 Draft Minutes of the August 9, 2023 Development Committee Meeting

6.8 Draft Minutes of the September 13, 2023 Development Committee Meeting

6.9 **5310 Federal Transportation Dollars - Passed by Unanimous Email Vote**

6.10 **State Good Repair Funding – Passed by Unanimous Email Vote**

6.11 Approval of Agency Board Resolution 2023-09-20-RM

Motion to pass entire consent agenda as written. Michael/Mary, MSP

6:03 7. Receive comments from members of the public on “Items not on the Agenda”

None

6:03 8. BOD Chair Report – Jack Jacobson

None

6:04 9. CEO Report – Ray Cancino (30 min)

a) *Program Presentation – Elderday*

See Program PDF and Photos.

Elderday is having a hard time getting licensing approval from CDPH, it is still at regional office, CDA has approved. CB is working on getting a certificate of occupancy through City of Watsonville. They are only in the office once a week (on Tuesday). Still pursuing all the options that the agency can. Development team from Swensen is going through the punch list.

b) *MOW Kitchen*

Started to have discussions at Finance Committee but this is the first BOD conversation. Thank you to the MOW PD who is working to look at new sites, currently Pacific Cultural Center, and engaging with City of Santa Cruz. MOW/CB is actively engaged in finding a new property. The biggest hurdle is a likely \$3M gap between what we’re able to finance and what it will cost. Talked with bankers and it is possible to secure additional capital with existing properties, and/or adding them onto the collateral for the loan. Directed MOW PD and the MOW GA to look at what the program could do, i.e. potential changes to staffing structure and client change. What would bare bones look like? This would help the BOD to make a decision about the worst case scenario. MOW is also looking at Medically Tailored Meals and servicing EED kitchen as well.

Looking at using existing property that CB owns or that we’re currently financing. CB needs direction from the board about using an agency asset to secure financing. Banks will give 70% loan to value. They might come back and say as completed value is \$4.5M so it would be 70% of that. With a Capital Campaign, there is roughly a \$1M gap, what properties does CB have equity in that the agency could put to work for itself. The easiest and cleanest way to do that would be to put the Familia up and wouldn’t have to refinance at a higher rate. How much higher loan? \$35k-\$40k, which would be a 3-4 time increase. Is it worth looking at rent? Is it worth an extra \$10k to own? Haven’t budgeted to say no to. What is the shortfall? What is it that CB is able to put into the capital campaign. CB is in year 2 of 3 of the MOW contract for funding for the county. How much is reasonable for an occupancy level? Isn’t it cheaper to purchase in South County? The last

locations CB has identified though are in the commercial zone within Watsonville. Does the agency have any space that it could build what it need on existing properties? CB did look at Ohlone which could serve as the offices. Too small of a sight to meet demands of both programs: LL and MOW. CB is meeting with a new broker as well and working with them to see if they can bring any off market locations. Has CB looked outside of the county, but close by. CB would have to talk with Monterey County MOW (there are 3), with physical operations in Monterey County, not Santa Cruz County.

LOSD did finally provide a lease, it is not in the agency's best interest. They are limiting CB's access and use which includes not using the dining site. CB is having our attorney write a memo. Hope to inform the Board of the violation.

c) *EED Hold Harmless*

EED's hold harmless is for another two years. Need to focus on expending grant dollars to serve community and not be harmful to admin revenue. Committed to expanding service days to the community and getting teachers/supervisors. EED PD: This is a new day for CA state families. Any family that's earning under 75% state median index is free, 75-115% of state median index will spend not more than 1% of their income. WIC recipients automatically qualify for EED, increase of children with disabilities.

d) *ELD License*

See above.

6:56 10. Development Report–Tony Nunez/ Anna Vaage (10 min)

Development Report through June 30: Finished last fiscal year \$957k in donations and will easily be able to reach \$1M donations this year. Year over year donation giving is still strong and growing. There's always more that the agency can do. CB received \$433k in flood relief donations. That was a windfall due to the disaster emergency. First two months of new FY CB is on track (\$2k below where we were last year) but we received \$10k for flooding this FY already.

Communications through the end of the year: Development is starting to plan for end of year giving, which includes the messaging the agency wants to use for Giving Tuesday. CB is part of Santa Cruz Gives and also part of Monterey County Gives. SC Gives will be raising funds for Elderday. CB is still working with MC Gives. CB is working on radio messaging and KZU coming up with some scripts for CB overall and some other programs.

October 12: 1-3:30pm, is the Elderday Grand Opening. There are already 17 people that have RSVP'd. Invitation sent out to board on Monday.

Mountain Affair will be held at Casa Notra in Ben Lomand. There have been 15 tickets sold. Development will be pumping ticket sales through the monthly newsletter. Oct. 20 is the date for Mountain Affair.

7:08 12. Finance Committee Update – Doug Underhill (15 min)

We are working on closing out our last fiscal year. Ther is work going into preparing for the audit which will start soon.

CB is ending in a slight positive (9 of 11 programs including Admin and Dev).

Started out with \$363k now down to \$123k of prior year funds for this year. WIC and CACFP are finishing federal year. CSPP Contract is a hold harmless contract. ELD is getting moved to

new property and raising ADA. ECM now has 11 clients some at WIC and some and ELD. CB is very early into our current fiscal year.

7:12 13. Newspaper Articles

- a) [Temporary resource center opens in Pajaro to help residents affected by the flood](#) – Monterey County Weekly, July 2023
- b) [Federal grant funds Santa Cruz County WIC outreach to immigrants and farmworkers](#) – Lookout Santa Cruz, July 2023
- c) [Community Bridges opens temporary resource center in Pajaro](#) – Santa Cruz Sentinel, July 2023
- d) [Farm to Fork Gala to benefit flood-impacted farmers](#) – The Parjaroian, July 2023
- e) [Quick Bites | Farm to Fork dinner supports Pajaro Valley farmers and farmworkers](#) – Santa Cruz Sentinel, July 2023
- f) [From Soquel to Pajaro, fundraisers put the focus on farms, farmworkers](#) – Lookout Santa Cruz, July 2023
- g) [Community Bridges opens temporary resource center in Pajaro](#) – The Parjaroian, July 2023
- h) [County's storm aid program has doled out over \\$450K to hundreds of households](#) – Monterey County Weekly, July 2023
- i) [Global nonprofit leader named new Santa Cruz County Meals on Wheels director](#) – Santa Cruz Sentinel, July 2023
- j) [Santa Cruz County is graying and the impending silver tsunami has service providers worried](#) – Lookout Santa Cruz, July 2023
- k) [Community Bridges seeks to dispel myths surrounding food assistance in Santa Cruz County](#) – Good Times, July 2023
- l) [Monterey County looks at a long-term recovery planning committee to rebuild Pajaro](#) – KSBW, August 2023
- m) [Kaiser Permanente offers emergency financial assistance to the town of Pajaro after a flooding disaster in Monterey County](#) - Look Inside KP, August 2023
- n) [Months after Pajaro flood, repair crews race against winter rain](#) – Santa Cruz Local, August 2023
- o) [Pajaro levee repairs underway but questions remain](#) – KSBW, August 2023

7:12 14. Items for Next Agenda (5 min)

7:12 15. Adjourn Regular Meeting

Next Meeting: Wednesday, November 15, 2023, 5 pm - 7:30 pm, Meeting Location Elderday (501 Main St, Watsonville)– Zoom will be offered.



Governance Committee Meeting

Wednesday, October 11, 2023, 6-7 pm

Zoom: <https://zoom.us/j/326410777>

Meeting ID: 326 410 777

Present: Ray, steph, Silvia, jack, ray, tony, michele.

Minutes: Mary Mackenzie

REGULAR SESSION DRAFT MINUTES

6:00 1. Meeting to order/Establish Quorum

6:00 2. Closed Session

See closed session minutes

6:50 3. Consent Agenda (3 min)

a) *8/9/23 Regular Session Draft Minutes*

Motion to accept the consent agenda as written. Motion moved by Silvia/Steph, MSP.

6:43 4. Agenda Review (2 min)

6:54 6. Program Updates (14 min)

a) *ELD*

1. *Move to new location complete*
2. *Renovation loan recently completed, >500K still due on project budget*
3. *Some additional expenses (change orders) to come for outside rental units*
Elderday has moved into their new location. Tomorrow is the grand opening.

b) *ECM*

1. *7 children and 6 adults now enrolled*
7 children and 6 adults are now enrolled in ECM. This equates to \$500/person/mo or \$6,500.00 a month, funds going into Elderday for their clients and WIC for WIC programs.

c) *EED*

1. *Toddler room open at HP, enrollment at 16, 12.2 FTE at site*
2. *AB 110 ARPA funding*
HP's enrollment is at 16, and AB 110 means that EED is getting extra temporary funding. Still needs to be spent on the same expenses but there isn't a timeline to the funding.

6:59 7. Reminder of upcoming events (1 min)

a) *Elderday Grand Opening (10/12/23 from 1:00pm-3:30pm)*

b) *Mountain Affair (10/20/23 from 5:00pm-9:00pm) at Casa Nostra (9217 HWY 9, Ben Lomand) – casa nostra is closing down right after our event.*

7:00 7. Items for next GC Agenda/BOD Agenda

6:57 8. Adjourn

Next Meeting: November 8, 2023, 6-7 pm

Zoom: <https://zoom.us/j/326410777>,

or call +1 669 900 6833

Meeting ID: 326 410 777



Finance Committee

Wednesday, October 11, 2023, 5:00-6:00 PM

<https://us02web.zoom.us/j/326410777>

Zoom Meeting ID: 326-410-777

Santa Cruz County, CA

Present: Doug Underhill, Jack Jacobson, Mary McMillan, Ray Cancino. Steph Ruhl,

Minutes: Mary Mackenzie

REGULAR SESSION MINUTES

5:04 Agenda Review

5:05 CFO Report – Doug Underhill

a) Department updates and announcements

1. 401K Audit

Fiscal has had their 401k audit. Peter conducted part of the audit onsite.

2. Payroll System Audit & Controls

The new Payroll system was also audited, reviewing process and system changes.

3. CDE ¼, TDA/STA ¼ and Annual, Agency Audit

Overview of reporting coming up.

4. Grants Analyst

Fiscal is going to lose one of our Grants Analysts.

b) August 31st 2023 Program Budget Summary

The program summary is through the end of August.

WIC ended their federal fiscal year. Over 99% of the contract through one-time equity payments.

EED enrollment: EED is working on getting enrollment numbers back up at HP.

ELD has moved and is currently projecting a loss, need to increase ADA at new site, ECM revenues are slower to come in than expected.

MOW is in deficit this fiscal year, but not as much as the BODD approved budget.

LL instituted pay increases as of 10/1 and is hoping to increase and retain drivers. LL is starting the unhoused ride contract with the City of Santa Cruz.

FRCs Live Oak is currently showing negative, but that's more about shifting funds, as an aggregate, the four FRCs are in the positive. Trying to push forward revenues to next year. Seeing vacancies right now, trying to fill positions.

CACFP just finished their Federal fiscal year and will end in the positive. The daycare home count has increased but will tick down a bit over winter. CACFP has lost one employee out of six and is looking for a replacement.

Admin/Dev are doing ok but are running at a slight loss.

c) *Investments and Funds – September 30th, 2023*

Drop in both investments and funds.

T-bills: CB cashed out \$500k. CB is trying to keep as much as the agency can invested for as long as we can.

d) *Cash Flow – provided at meeting*

Skipped

5:17 EED AB 110 ARPA funding EED / CDE, HP enrollment = 16, 12.2 FTE's

CB has had good news re: CDE ARPA funding. EED has received some additional one-time funding: over \$450K in temp rate increase. \$60.26 → \$65.88. that along with another payment increased allocations. There was another note stating the rates are again being raised from \$65.88 to \$68.81. There is no expiration date in spending this restricted funding.

5:22 ELD ADA = 56.01, Move to new property completed

ELD ADA 63 first day, then running about what it was prior to the move.

5:23 ECM: WIC/ELD: 17 children, 6 adults

7 Children, and 6 Adults.

5:25 *Closed Item: 501 Main- draw of remaining 588K renovation loan completed, \$415,349 balance to complete current project budget. Some additional expenses (change orders) to come for outside rental space.

We still have some additional expenses trickling in, the loan will cover the remaining.

5:26 *Closed Item: MOW/LOSD Potential Alternative Property

See Closed Session Minutes

5:30 Adjourn

Next Meeting November 8th, 2023



Development Committee October 11, 2023 Notes

1. Fundraising Update (20 minutes)

a. September Donations Report – Anna

We have raised \$125K in the first three months of the year, with nearly \$50K coming from Farm to Fork. We are \$3.6K below where we were last year, but we have received \$10K Flood Relief support not included in this total.

b. Upcoming Events Update

i. Elderday Grand Opening – Tony

Elderday Grand Opening event will be held Thursday, Oct. 12, 1-3PM. Deputy director from CA Dept of Aging will speak, along with new CEO of the Alliance that funded the grant to purchase the site. We invited local healthcare and program partners, developers, electeds, press, participants, staff and donors. We are expecting about 50 people to attend. We will hold a ribbon cutting and a presentation to Elderday founder, Majel Jordan. Meals on Wheels' kitchen director is catering, with wine donated by Alfaro and Sones.

ii. Mountain Affair – Anna

The 38th annual Mountain Affair will be held on Friday, Oct. 20, 5-9PM. Last year's Roaring Camp venue was unavailable so we are going back to Casa Nostra where the event was held three prior years. The restaurant experienced road closures during March storms, and has struggled to keep up after opening its doors to the community during CZU Fires. We will highlight grant partners that have supported Fire and Storm recovery services with a goal of raising \$25K MCR budget.

2. Events (30 minutes)

a. Farm to Fork 2024 – Anna

Following previous months' discussions, we analyzed the costs associated with venue options to schedule next year's event. We compared capacity, facilities and locations of ten venues and recommend our Top 5. Staff visited Driscoll's conference center in Aromas to explore as an option. It has very nice facilities but limited capacity of about 100 guests, which is a barrier we face at other locations, too. Members present offered their Top 3 preferences. We will pose to Farm to Fork committee, and bring back next month for a vote.



Development Committee November 8, 2023 Notes

1. Fundraising Update (40 minutes)

a. October Donations Report – Anna

We have raised \$196K this quarter, including \$50K major gifts compared to \$26K this time last year. Last year we also received a one-time gift of \$36K from the disbandment of Associated of Watsonville Area Seniors, which provided oversight for Watsonville Senior Center now under Watsonville Parks.

We have also received \$17K in Flood Relief donations this year, and these are supporting operating expenses for the new Pajaro resource center. We have incorporated these gifts into the running total. This brings our year over year total to 0.5% ahead of last year, and our goal is to grow by 5% or \$50K.

b. Upcoming Events

i. Giving Tuesday - Nov 28

We have prepared materials to raise \$30K online flash campaign after Cyber Monday. This is a stretch goal to support general operations plus disaster recovery services. Development Dept will provide messaging for Board and staff to share with their networks. Some programs have more name recognition, and gifts can be designated to any program. We will highlight the services most in need of support in promotions.

ii. Pajaro Rising - Nov 30

A group of prominent local authors are hosting a reading and book signing event to benefit Pajaro Flood Relief services, with all proceeds going to Community Bridges. We will circulate invitation to the Board.

iii. Food from the Heart - Feb 2

A committee of Friends of Meals on Wheels members is helping plan the 11th annual Food from the Heart luncheon. The event will be held at Chaminade Resort of Friday, Feb 2 from 1am to 1pm.

c. Upcoming Campaigns

- i. Year-end fundraising campaigns are in progress, including CB & MOW Fall Mailers.** We are bringing the CB calendar mailing back this year because it raised more money than not sending it. We are participating in Santa Cruz Gives for Elderday, Monterey County Gives for Pajaro resource center, and Subaru Share the Love for Meals on Wheels.

2. Events (20 minutes)

a. Farm to Fork 2024 venue – Anna

We polled the Farm to Fork committee volunteers and presented the results. After lengthy discussion we eliminated one of the Top 5 down to 4 options. We are looking for a space that has indoor dining and outdoor reception space, plenty of space for up to 150 guests, that is on theme with the event supporting Community Bridges which is headquartered in Watsonville. If we choose a venue that can hold less than 100 guests, we will need to increase cultivation of other income sources to raise the ticket price, ambience, auction items and major gifts. The committee was unable to recommend any of the four options over the others. One idea was to alternate north and south county locations, or choose a venue where we hold other events and brand it as our agency venue.

Next meeting:

2nd Wednesdays at 11am

Wed, December 13, 2023

via Zoom

**Agency Board Resolution
RESOLUTION # 2023-10-01**

THIS RESOLUTION IS ADOPTED IN ORDER TO CERTIFY THE APPROVAL OF THE GOVERNING BOARD TO ENTER INTO THIS TRANSACTION WITH THE CALIFORNIA DEPARTMENT OF EDUCATION FOR THE PURPOSE OF PROVIDING CHILD CARE AND DEVELOPMENT SERVICES AND TO AUTHORIZE THE DESIGNATED PERSONNEL TO SIGN CONTRACT DOCUMENTS FOR FISCAL YEAR 2024-25, THE CONTINUING FUNDING APPLICATION, AND ALL RELATED CONTRACT DOCUMENTS.

RESOLUTION

WHEREAS, Community Bridges wishes to delegate authorization to execute these documents and any amendments thereto to Raymon Cancino, CEO and Michele Miller, Director of Business Operations or their designees.

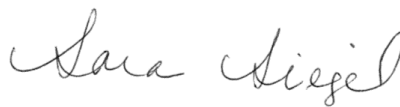
BE IT RESOLVED that the governing board of Community Bridges authorizes that the person who is listed below, is authorized to sign the transaction for the Governing Board.

Passed and Adopted on 9th Day of October 2023 by the Governing Board of Community Bridges of Santa Cruz County, California.

Ayes: 10 Nos: 0 Absent: 0



Jack Jacobson, Chair



Sara Siegel, Clerk

October 26, 2023

Dear Community Bridges Board of Directors,

I am writing to request your approval for Community Bridges to apply for and accept funds from the 2023-2024 Day Care Home Expansion Grant. The Day Care Home Expansion Grant is a noncompetitive funding opportunity to identify, recruit, enroll, and train day care home (DCH) providers in low-income or rural areas. The grant is funded by the U.S. Department of Agriculture (USDA) and administered by the California Department of Social Services (CDSS).

Community Bridges is well-positioned to implement the Day Care Home Expansion Grant. We have a long history of working with DCH providers in our community, and we have a strong track record of success in recruiting, enrolling, and training new providers.

If we are awarded the grant, we will use the funds to:

- Identify potential DCH providers in low-income or rural areas in our service area.
- Conduct outreach to and recruit potential DCH providers.
- Enroll DCH providers in the Child and Adult Care Food Program (CACFP).
- Provide preoperational visits and training to new DCH providers.

We expect to enroll about 50 new DCH providers in the CACFP through this grant program, and expecting \$14,200. This will increase the number of children who have access to nutritious meals and snacks through the CACFP, and it will help to create new jobs and economic opportunities in our community. This grant will allow us to expand access to high-quality childcare for families in our community, and it will help us to achieve our mission of building a stronger and more equitable community for all.

Sincerely,

A handwritten signature in black ink, appearing to read 'R. Cancino'.

Raymon Cancino
CEO, Community Bridges

Agency Board Resolution
RESOLUTION # 2023-10-02

RESOLUTION AUTHORIZING COMMUNITY BRIDGES/CHILDREN AND ADULT CARE FOOD PROGRAM (CACFP) TO APPLY FOR AND ACCEPT FUNDING FOR THE 2023-2024 DAY CARE HOME EXPANSION GRANT.

WHEREAS The Day Care Home Expansion Grant is funded by the U.S. Department of Agriculture (USDA) and administered by the California Department of Social Services (CDSS),

WHEREAS Community Bridges is well-positioned to implement the Day Care Home Expansion Grant, since Community Bridges have a long history of working with DCH providers in our community and have a strong track record of success in recruiting, enrolling, and training new providers.

NOW BE IT RESOLVED AND ORDERED THAT Community Bridges' CEO, Raymon Cancino or his delegate is authorized to apply for and/or accept funding from the Day Care Home Expansion Grant.

PASSED AND ADOPTED by Community Bridges Board of Directors of the Santa Cruz County, State of California. Passed by unanimous consent by an email vote conducted on 11/01/23.

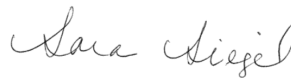
Yes 10

No 0

Abstain 0



Jack Jacobson, Chair



Sara Seigel, Secretary

October 27, 2023

Whale Tail Grants Review Panel

California Coastal Commission

455 Market Street, Suite 200, Room 228

San Francisco, CA 94105

Dear Whale Tail Grants Review Panel,

On behalf of the Community Bridges' Board of Directors, I am writing to authorize Community Bridges to submit a grant proposal to the California Coastal Commission's Whale Tail Grant Program, enter into a contract with the California Coastal Commission if the grant is awarded, and designate Raymon Cancino, CEO, as the authorized representative.

We appreciate the opportunity to apply to this important program and look forward to your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jack Jacobson". The signature is fluid and cursive, with the first name "Jack" and last name "Jacobson" clearly distinguishable.

Jack Jacobson

Board Chair

Agency Board Resolution
RESOLUTION # 2023-10-02

RESOLUTION AUTHORIZING COMMUNITY BRIDGES/CHILDREN AND ADULT CARE FOOD PROGRAM (CACFP) TO APPLY FOR AND ACCEPT FUNDING FOR THE 2023-2024 DAY CARE HOME EXPANSION GRANT.

WHEREAS The Day Care Home Expansion Grant is funded by the U.S. Department of Agriculture (USDA) and administered by the California Department of Social Services (CDSS),

WHEREAS Community Bridges is well-positioned to implement the Day Care Home Expansion Grant, since Community Bridges have a long history of working with DCH providers in our community, and have a strong track record of success in recruiting, enrolling, and training new providers.

NOW BE IT RESOLVED AND ORDERED THAT Community Bridges' CEO, Raymon Cancino or his delegate is authorized to apply for and/or accept funding from the Day Care Home Expansion Grant.

PASSED AND ADOPTED by Community Bridges Board of Directors of the Santa Cruz County, State of California. Passed by unanimous consent by an email vote conducted on 11/01/23.

Yes 10

No 0

Abstain 0



Jack Jacobson, Chair



Sara Siegel, Secretary

AGENCY BOARD RESOLUTION
RESOLUTION # 2023-11-01 -HP

Duly noticed regular meeting of the Community Bridges Board of Directors held on Nov. 15, 2023 the following resolution was made.

Whereas, the Board discussed the **Community Bridges Early Education Division Highlands Park Center**.

Whereas, the Board hereby authorized **Community Bridges to operate the EED Highlands Park Center with Lorien Aspenall, as the person in charge of the facility, and Raymon Cancino or Lisa Hindman Holbert as the agency (Community Bridges) Representatives.**

Whereas, on behalf of the Community Bridges Board of Directors, **Raymon Cancino and Lisa Hindman Holbert are to apply and submit and receive all document pertaining to the**

**Community Bridges EED Highlands Park Center
8500 Highway 9
Ben Lomond, CA 95005**

Whereas, in **the event of Raymon Cancino's absence and Lisa Hindman Holbert are authorized to receive any documents including reports of inspections and consultation, accusations and civil and administrative processes on Raymon Cancino's behalf at the above named facility.**

It is further resolved that the Board Officers, Chief Executive Officer, are authorized to sign any documents and take any steps necessary to fulfill the intent of resolution.

Jack Jacobson, Board President

Sara Siegel, Board Secretary



Annual Budget: \$3.2 mil

Number of Staff: 37

Cities: Watsonville, Felton, Santa Cruz, Live Oak, Pajaro

Counties: Santa Cruz, Monterey, San Benito, Santa Clara



SERVICES



- Advocacy & Support
- Information and Referral
- Parenting Classes
- Translation
- Food Distribution
- Summer Lunch
- Youth Programming
- Counseling
- Disaster Case Management

IMPACT

- 6,062 participants served
- 630 parents/caregivers participated in Triple P classes
- Average 20 participants for showers
- 67 ITIN Project saved approximately \$4,000 in filing fees and they received \$122,000
- Over \$1 million distributed to Storm impacted families

THE FRC'S ARE UNIQUE BECAUSE WE HAVE FLEXIBILITY IN PROVIDING RESOURCES TO FAMILIES BASED ON NEEDS. WE HAVE MULTIPLE LOCATIONS ACROSS THE COUNTY THAT ARE EASILY ACCESSIBLE TO FAMILIES AND INDIVIDUALS. OUR SERVICES ARE ESSENTIAL TO THE FAMILIES AS THOSE THAT ACCESS SERVICES REPORT HAVING MORE DISPOSABLE INCOME AND FEEL LESS STRESSED



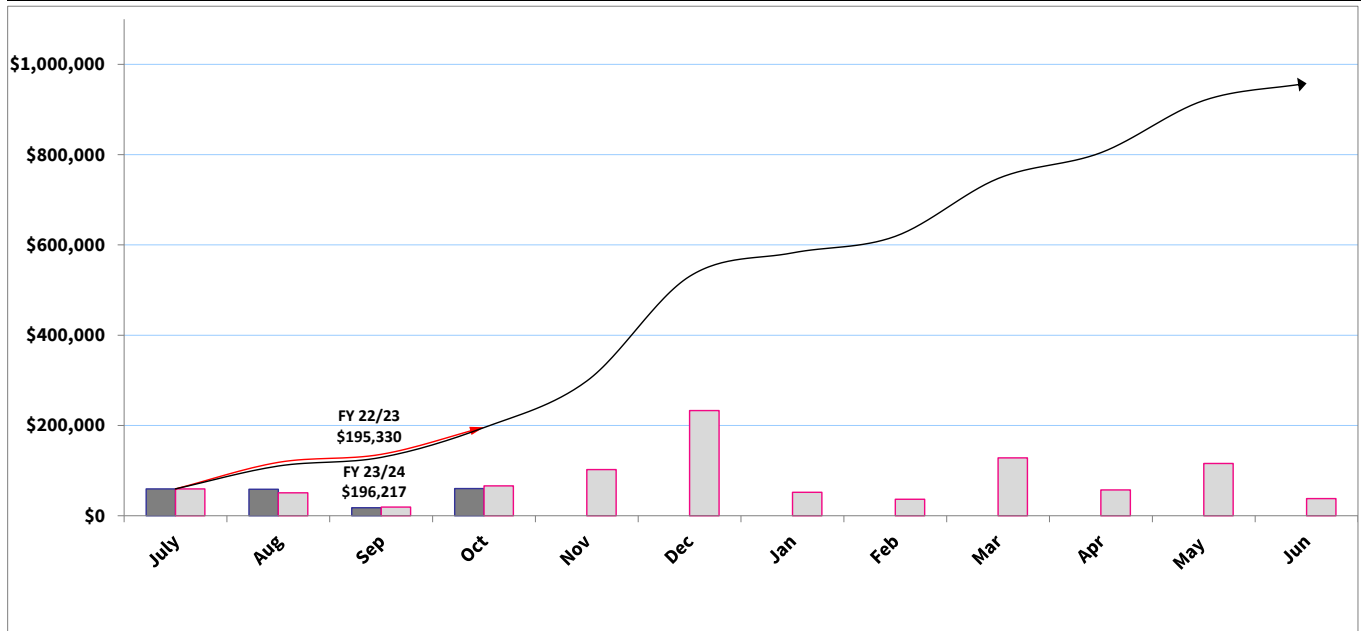
WHO WE SERVE

- Serve a diverse population
- 81 % are Latino
- 65% Spanish speaking
- 23% Monterey County Residents

Development Progress Report
Fiscal Year 2023-24
October 31, 2023

Donation Revenue (Excluding Grants)

	Fiscal Year	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total
Total	Current Year 23/24	\$59,425	\$58,835	\$17,788	\$60,169									\$196,217
	Previous Year 22/23	\$59,580	\$50,601	\$19,066	\$66,083	\$102,245	\$232,881	\$51,859	\$36,667	\$128,208	\$57,162	\$115,605	\$37,957	\$957,915
Year over year difference: 10/31/22 to 10/31/23 \$887 0.5% change														



A. Cumulative YTD Donations vs Budgeted Goal - See Fundraising Campaign Report

- 23/24 Donations YTD \$196,217 21% Portion of goal met at
- 22/23 Donations YTD \$195,330 0.5% Change over prior year
- 23/24 Donation Goal \$940,100 33% Portion of year lapsed

B. Upcoming Events & Appeals - Not yet shown in Campaign & Appeals

- CB & Meals on Wheels fall mailers underway with goal of \$155K.
- Giving Tuesday to be held November 28 with a goal of \$22,100.
- Calendar sponsorships & appeal mailing with a goal of \$40,000.

Fundraising Campaign Report Through October 31, 2023

Donations to Programs	23/24 Goal	23/24 YTD	% Goal Met	22/23 Final
CB General Funds	\$342,400	\$118,981	35%	\$324,972
Child and Adult Care Food Program	\$5,600	\$2,234	40%	\$5,705
Early Education Division	\$6,000	\$3,240	54%	\$3,700
Women, Infants & Children	\$3,500	\$6,142	175%	\$1,545
Elderday	\$9,000	\$6,097	68%	\$6,180
Lift Line	\$19,000	\$2,025	11%	\$6,930
Meals on Wheels	\$435,000	\$32,656	8%	\$461,560
La Manzana Community Resources	\$5,000	\$1,103	22%	\$28,437
Live Oak Community Resources	\$29,000	\$2,100	7%	\$53,403
Mountain Community Resources	\$76,600	\$19,889	26%	\$57,041
Nueva Vista Community Resources	\$9,000	\$1,750	19%	\$8,441
Total Program Revenue	\$940,100	\$196,217	21%	\$957,915

Fundraising Appeals & Campaigns	23/24 Goals	23/24 YTD	22/23 YTD	23/24 \$ change
CB Annual Report	\$6,500	\$2,930	\$0	\$2,930
CB Farm to Fork Gala	\$60,000	\$47,938	\$59,358	(\$11,420)
General Donations	\$258,100	\$32,379	\$35,801	(\$3,422)
Major Gifts \$5,000+	\$220,200	\$50,000	\$26,000	\$24,000
MCR Mountain Affair	\$25,000	\$15,890	\$16,178	(\$288)
Monthly Donations	\$25,000	\$15,007	\$10,690	\$4,317
MOW Client Contributions	\$8,000	\$1,088	\$488	\$600
MOW Spring Mailer	\$65,000	\$8,788	\$7,443	\$1,345
Outside Fundraisers	\$0	\$1,764	\$32,270	(\$30,506)
Payroll Contributions	\$25,000	\$3,471	\$7,102	(\$3,631)
Upcoming Activities	\$247,300	tbd	tbd	tbd
Disaster Relief Funds	\$0	\$16,962	\$0	\$16,962
Total Campaign Revenue	\$940,100	\$196,217	\$195,330	

COMMUNITY BRIDGES Program Budget Summary September 30, 2023											
Projections for Year Ending 6-30-2024											
A	B	C	D	E	F	G	H	I	J	K	L
PROGRAM NAME:	6/30/23 Unaudited Balance	Annual 23/24 Approved Budget	Current Projected Expenses	Current Projected Revenues	As Yet Unsecured Revenues	(E-D) Net 2023-2024 Gain/Loss	(B+G) Cumulative Gain/Loss	Goal 25% Reserve %	Change from Prior Mo	% Change	14.53% Gen'l & Adm Exp
WIC (CB FY)	206,645	2,981,804	2,728,265	2,728,588	0	323	206,968	7.6%	1,161	0.0%	434,549
Early Education Division	445,968	3,145,860	3,193,842	3,160,847	240,015	(32,995)	412,973	13.0%	15,857	0.5%	446,277
Elderday	(279,990)	2,717,625	2,596,520	2,347,386	360,000	(249,134)	(529,124)	-20.4%	(54,608)	-2.1%	368,618
Meals on Wheels	1,578,929	2,837,314	2,828,388	2,711,406	417,396	(116,982)	1,461,947	53.6%	(49,923)	-1.8%	377,018
Lift Line	(57,965)	3,207,421	3,184,609	3,241,192	360,000	56,583	(1,382)	0.0%	64,570	2.0%	362,570
La Manzana Commty Res	353,246	1,174,202	1,412,820	1,397,105	181,588	(15,715)	337,531	24.1%	(17,545)	-1.2%	168,720
Mountain Commty Res	384,197	706,070	746,220	783,864	127,404	37,644	421,841	57.3%	45,291	6.1%	91,600
Nueva Vista Commty Res	334,752	508,463	525,656	519,420	84,271	(6,236)	328,516	63.0%	(3,757)	-0.7%	76,473
Live Oak Commty Res	200,863	540,525	585,904	547,575	119,677	(38,329)	162,534	27.7%	4,380	0.7%	85,288
CACFP (CB FY)	77,774	4,274,476	3,896,372	3,908,568	96,000	12,196	89,970	11.2%	-	0.0%	69,091
Administration	171,423	2,552,645	2,575,528	2,602,703	255,265	27,175	198,598	7.7%	34,774	1.4%	7,265
Philanthropy	487,444	392,400	390,510	381,515	284,412	(8,995)	478,449	122.5%	(6,800)	-1.7%	56,908
TOTAL PROG OPERATIONS	3,903,286	25,038,805	24,664,634	24,330,169	2,526,028	(334,465)	3,568,821	17.64%	33,400	0.1%	2,544,377
LOCR-Capital Campaign	479,649		26,500	(37,730)	0	(64,230)	415,419	NA	(16,783)		0
CBHQ FY 23/24 Activity		-	63,109	63,690	0	581	581	NA	(1,907)		0
501 Main Street	730,923		1,625,283	894,560	0	(730,723)	200	NA	8,046		8,326
Fixed Assets & Gen'l Agy	7,481,587	-	1,780	(12,066)	0	(13,846)	7,467,741	NA	(10,045)		0
TOTAL AGENCY	12,595,445	25,038,805	26,381,306	25,238,622	2,526,028	(1,142,683)	11,452,762	17.64%	12,711	0.0%	2,552,703

Fixed Asset purchases and Pass-Thru expenses exempt from Indirect; Revenues and Expenses include all pass-through

*364K of Prior Year Funds were in approved BOD budget for programs: 135K ELD, 16K LOCR, 213K MOW

*Below the line 501 Main expenditures will turn into capitalized fixed assets and will affect -Cash-Flow / +Net assets in terms of neutral financial gain/loss

Program Budget Summary
September 30, 2023

PROGRAM NAME:

WIC	End of FFY, spent out 99.22% of CDPH contract, seeing first ECM program income
Early Education Division	-69K personnel (-23K HP), +157K Rnd 2 AB 110 Temp Rate Increase- 455K total AB 110 funding
Elderday	-12K personnel exp, -8K utilities exp, -25K CCAH ADHC Rev, -47K CCAH ECM Rev
Meals on Wheels	+45K food, +8K Indirect, -11K endowment, slight decrease personnel
Lift Line	added new revenue for city of santa cruz unhoused contract +300K, +157K personnel
La Manzana CR	+67K SLS Rev, +74K pass-through payments
MCR	-43K personnel, minimall other changes
Nueva Vista CR	+2K Media exp, +2K maint. Exp, minimal other changes
Live Oak CR	-26K Investments (Aug/Sept), +6K personnel- return LOA
CACFP	July DCH count was 387, anticipating slight increase proj for August, August Admin costs 3K higher than July
Administration	+40K Indirect, +5K Legal Exp, +3K personnel
Philanthropy	-2K expenses, -10K FTF Rev
LOCR-Cap Campaign	Actual YTD less proj FY 23/24 expenses, 9/30/2023 \$441,919
La Manzana Property	Actual Revenue/Expense through 9/30/2023
501 Main Street	Amount to completion - proj reserve + rev + loan = proj expenses
FAs & Agy Unrestr.	Actual YTD less projected FY 23/24 expenses, Endowment Balance 9/30/2023 \$706,213
Total Agency	Total Programs -334.5K, BOD aproved budget -364K