

# RAP FOUNDATION

## BOARD OF DIRECTORS – APPROVED MINUTES

**9:00 A.M. Wednesday, June 22, 2016**

73-710 Fred Waring Suite 102  
Palm Desert, CA 92260

and 667 N. Lovekin Blvd. and  
Blythe, CA 92225

6186 NE Rosebay Dr.  
Hillsboro, OR 97124

### **I. CALL TO ORDER- Roll Call**

**Present:** Mark Moran - Chair, Joe Hayes, Larry Parrish, Craig Borba Vice Chair, Claudia Galvez, Rosemary Ortega- Secretary, Ricardo Loretta, Rudy Gutierrez (arrived at 9:05), Annica Meza-Dawe, Ann Dew, Bill Kroonen (remotely), Jan Pye- Treasurer, Bea Gonzalez (arrived at 9:30), Tricia Gehrlein, Michelle DeArmond (arrived at 9:05).

**Excused:** Brandy Cox, Van Tanner

### **II. CHANGES OR ADDITIONS TO THE AGENDA**

In order to meet Brown Act requirements, items may be added to the agenda only upon a decision by a majority of the Board of Directors to add the item because of a need for immediate action.

### **III. PUBLIC COMMENT / PRESENTATIONS**

**Public Comments:** All persons wishing to speak are requested to fill out a comment card so they may be recognized at the appropriate time. General comments regarding non- agenda items will be called for at this time. Specific comments regarding agenda items will be called for during discussion of each item. Please be prepared to limit your remarks to three (3) minutes.

**Coachella Valley Youth Leadership videos – Trinidad Arredondo introduced video.**

**Introduced were mentors: Jess Sanchez, CVUSD, Ramon Leja, COD student and Joe Ceja, retired.**

### **IV. CONSENT CALENDAR – Action Required**

**Staff Recommendation:** Approve the May 25, 2016 Minutes. Receive and file the Grant, TAP, CVYL, CEO Reports and Financials as submitted.

Motion: J.Hayes to accept staff recommendation Second: A. MD Approved: 15 Opposed: 0

Abstention Name(s): From the vote on approval of the Minutes: R.Ortega, R. Gutierrez, J. Hayes, J. Pye, A. Dew

**A. MEETINGS MINUTES of May 25, 2016 Board meeting (attach. #1)-**

**B. GRANT/ PROGRAM OFFICER REPORT (attach. #2)– Receive and File.**

**C. TAP/ PROGRAM OFFICER REPORT (attach. #3)– Receive and File.**

**D. COACHELLA VALLEY YOUTH LEADERSHIP REPORT (attach. #4)**

**E. CEO’s REPORT (attach. #5)– Receive and File.**

**F. FINANCIAL REPORTS-Receive and File Draft May Financials. (attach. #6)**

**V. NEW BUSINESS ITEMS – Action Items**

**A. Confirm the extension of the Mental Health Initiative (MHI). Year three of four.**

*Staff Recommendation:* Approve the MHI for year three of four originally designated by Board. Designated amount will be decided by Board in the 2016-17 Annual Budget discussion (item V.C.) (attach. #7)

Motion: Second: J. Hayes to accept staff recommendation Second: C. Borba Approved: 15  
Opposed: 0 Abstention Name(s): 0

**B. Review, modify and adopt the One-Year Action Plan 2016-17- Action Required  
On May 25, 2016 the RAP Board participated in the Annual Strategic Planning meeting facilitated by John Epps. Attached #8 is a One Year Action Plan.**

*Staff Recommendation:* To adopt the One Year Action Plan after Board discussion.

Motion: C. Galvez to approve staff recommendation for items V. B, C, and D. Second: M. DeArmond Approved: 13 Opposed: 0 Abstention Name(s): J. Hayes and A. Dew

**C. Technical Assistance Program (TAP)- Action Required**

The TAP Committee make-up, role and responsibilities will change to reflect the Board's direction to create a new process to review requests and receive recommendations. (attachment #9)

*Staff Recommendation:* Adopt Committee changes defining new Role, Responsibilities, and Process.

Motion: Second: Approved: Opposed: Abstention Name(s):

**D. Adopt the 2016-2017 Annual Budget - Action Required**

Proposed Annual Budget and Narrative (attachment #10a and #10b)

*Staff Recommendation:* Upon review, discussion and modifications, adopt the 2016-17 Annual Budget.

Motion: Second: Approved: Opposed: Abstention Name(s):

**E. Coachella Valley Youth Leadership (CVYL) to transition to new service provider. Authorize funding. NTE \$100,000. – Action Required**

The Grants Committee interviewed two respondents to the Request for Qualifications (RFQ) seeking a service provide to take over the CVYL program. The Committee selected the Coachella Valley Unified School District (CVUSD) in partnership with the Riverside County Latino Commission as the one with the most potential to develop the program in its second year in existence. CVUSD will incorporate CVYL curriculum into other school initiatives and expand the program throughout their district. The Latino Commission plans to reach out to Desert Sands Unified School District (DSUSD) staff to explore their interest in introducing this program into DSUSD as soon as they are able to demonstrate its effectiveness.

RAP staff met with CVUSD to "iron" out the details of the one year agreement. CVUSD will utilize the services of Trinidad Arredondo, CVYL Manager, for one year and decide at the end of the period how to proceed.

RAP Staff will work with CVUSD and the “Latino Commission” to explore if the three remaining school districts (DSUSD, PSUSD and PVUSD) would be interested in partnering with us to expand the program into their districts. However, this would be done incrementally, possibly one each year in specific schools with the most need. The funding amount is unknown at this time.(Attach. #11)

**Staff Recommendation:** To finalize and enter into a one year contract with CVUSD to take over the CVYL boys mentoring program. RAP staff will continue to meet with CVUSD staff to come to an agreement on funding amount. The anticipated date for CVUSD to take over CVYL is August 1, 2016. The amount is not to exceed \$100,000.

Motion: J. Hayes to approve staff recommendation with the change in the amount approved at \$107,380 Second: C. Borba Approved: 12 Opposed: 0 Abstention Name(s): 0 Recused themselves and left the room during the discussion and vote: B. Gonzalez, R. Gutierrez, A. MD. C. Borba stated that he wants future expansion of the program to focus on schools with a greater need, for example Indio HS and DHS schools.

**F. Approve Mental Health Request for Proposal 2016-01 to focus on Palo Verde Valley Estimated at \$75,000 – Action Required**

The Mental Health Committee met on June 13. They reviewed the Community Priorities identified in the five community meetings held earlier this year and created focus areas and a proposed 2016 Request for Proposal Schedule (attachment #12). The first RFP will focus on the Palo Verde Valley. The funding priorities are listed and an estimated amount has been set by staff.

**Staff Recommendation:** Approve the MH RFP 2016-01 to be released in July 2016.

Motion: T. Gehrlein to approve staff recommendation. Second: J. Pye Approved: 15 Opposed: 0 Abstention Name(s): 0

**G. Renewal Funding Requests- \$75,000 – Action Required**

**1. Riverside County Community Action Partnership (CAP) Cooling Centers- \$20,000**

CAP request's is to support the operation of 17 Cool Centers throughout the Fourth Supervisorial District during the hot weather season starting June 15 to Oct. 15, 2016 and the cold weather season starting Dec. 1 to March 31, 2017. Traditionally CAP utilizes Federal funding for supplies. However, this year the early hot weather in May necessitated an early start which will cause shortages later in the season. RAP funds will be used for the four following areas: 1) Utilities cost for the James O. Jessie Desert Highland Unity Center, the Well in the Desert, the Thermal Rummonds Senior Community Center and the CV Rescue Mission (\$7,000), 2) Bottled water, nutrition snacks and supplies for all 17 Center in relation to need due to early start-up of centers in late May (\$9,000), 3) educational games, books, learning materials and videos for entertainment for 17 centers (\$3,000), and 4) Emergency transportation (bus fare and other alternatives) to centers (\$1,000). CAP's presentation to the Grants Committee was made by Olga Sanchez, Senior Community Specialist. Attach. #13

**Grants Committee Recommendation:** To approve the \$20,000. The Committee also added the following: 1) Future requests should be submitted by March 1<sup>st</sup>. 2) CAP contact SunLine Transit to explore transportation needs for client population and 3) Future requests to purchase re-useable supplies (games, toys) will be reduced by 50% unless expense can be justified.

Motion: J. Hayes to approve staff recommendation Second: C. Borba Approved: 14  
Opposed: 0 Abstention Name(s): M. DeArmond

## **2. Collaborating4Clients - \$50,000**

C4C is requesting second year funding to support the collective impact infrastructure being developed by a consortium of representatives from our local private, public and nonprofit sectors, including RAP, to address poverty in the Coachella Valley. C4C's presentation to the Grant Committee was made by Heather Vaikona (C4C) and Kristal Granados (United Way of the Desert CEO). Ms. Granados spoke about the United Way's second year \$60,000 financial contribution to support this initiative. Attach. #14

**Grants Committee Recommendation:** To approve \$50,000 for second year and to inform applicant that an application will be required for subsequent funding consideration.

Motion: J. Hayes to approve the Grants Committee Recommendation but to specify the allocation is to be restricted only to data evaluation. Second: T. Gehrlein Approved: 15 Opposed: 0  
Abstention Name(s):0

## **3. Well in the Desert's "Saving Lives in Summer" Program \$5,000**

Request is \$2,500 for nutritious snacks, food and water and sack lunches to visit homeless people in camps. In addition, \$2,500 to fund partial staffing costs if the outreach operation. Arlene Rosenthal, Executive Director of the Well in the Desert made the presentation to the Grants Committee Attach. #15

**Grants Committee Recommendation:** To approve \$5,000 for the summer outreach program.

The Grants Manager would like to add to the Committee's recommendation that TAP services be included to assist the organization with fund development, evaluation and measurement.

Motion:C. Borba to approve staff recommendation. Second: A. Dew Approved: 15 Opposed: 0  
Abstention Name(s): 0

## **H. Board discussion on changing future RAP Board meetings to another day. –Action Required**

A RAP board member would like to know if the board would be interested in changing its regular monthly meeting date to another date. If there is interest, staff will query the full board to find alternative date(s) and time and bring forth a Resolution for the Board to act on in the future.

Motion: J. Hayes to direct staff to query the full board for availability and come back at the next meeting with a Resolution to change the date if a date works well for everyone. Second: A.Dew  
Approved: 12 Opposed: B. Kroonen, J.Pye, and C. Galvez Abstention Name(s): 0

## **VI. COMMITTEES**

**A. EXECUTIVE COMMITTEE – Next meeting set for July 11 at 9 AM**

**B. NOMINATION COMMITTEE – will meet in early Fall.**

**C. MENTAL HEALTH COMMITTEE- met on June 13 and meets monthly.**

**D. GRANTS COMMITTEE- met on June 13.**

**E. AUDIT COMMITTEE – meeting prior to July 27 RAP Board meeting.**

**F. FINANCE - INVESTMENT COMMITTEE – next meeting TBD**

**G. POLICIES PROCEDURES/PROCESS & BYLAWS COMMITTEE – Update  
Met on June 20. Revising RAP Handbook and creating a Code of Ethics Policy.  
Will provide final changes to the Board upon completion.**

**The Committee did not meet on June 20<sup>th</sup>. They are scheduled to meet on June 22 after the Board meeting.**

## **VII. BOARD MEMBER / STAFF COMMENTS**

**Annual Staff Retreat scheduled for July 22 at the Edward Dean Museum in Beaumont.**

Dew commented that she would like to explore possibly adding a position, IT, to address future computer needs for RAP and our nonprofit clients.

M. Moran directed CEO to include this topic on a future Executive Committee agenda.

## **VIII. CLOSED SESSION**

**Pursuant to Government Code Section 54956.8**

**Property APN 624-290-001**

### **Report Out**

Motion by T. Gehrlein and seconded by J. Pye to authorize the Property Group continue to negotiate on the property and established an agreed upon amount.

Approved: 11 Opposed: J. Hayes, A. Dew. R. Gutierrez and B. Gonzalez left before the vote was taken.

## **IX. ADJOURNMENT:** The next regularly scheduled Board meeting will be held at **9:00 A.M. on July 27, 2016 at 73-710 Fred Waring Suite 115 Palm Desert.**

**Agenda Posting:** Agendas will be posted on the Foundation website – [www.regionalaccessproject.org](http://www.regionalaccessproject.org) - a minimum of 72 hours prior to the meeting date. All public record documents for matters on the open session of the Agenda are available for inspection at the meeting listed in this Agenda, and at the following location three (3) days prior to the meeting date: Regional Access Project Foundation, 73-710 Fred Waring Dr., Palm Desert, CA 92260. If a public record document that relates to a matter on the open session of the Agenda is distributed less than 72 hours prior to the meeting date, the public record document shall be available for inspection, at the same time it is distributed, at the address listed above. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990.