

CONSOLIDATED PLAN ADVISORY BOARD (CPAB)

MINUTES

Wednesday, August 11, 2021

VIRTUAL CPAB MEETING

[\(LINK\)](#)

| BOARD MEMBERS PRESENT | BOARD MEMBERS ABSENT |
|---|--|
| <ul style="list-style-type: none"> • Eileen Gonzales, Council District 3 • Brenda Campbell, Council District 4 • Patrick Batten, Council District 5 • Rich Thesing, Council District 7 • Peter Dennehy, Council District 9 | <ul style="list-style-type: none"> • VACANT, Council District 1 • VACANT, Council District 2 • VACANT, Council District 6 • Victoria Barba, Council District 8 |

| STAFF PRESENT | ATTENDANCE |
|---|--|
| <ul style="list-style-type: none"> • Monica Hardman, Assistant Deputy Director • Angela Nazareno Clark, Program Manager • Michele Marano, Community Development Coordinator • Nadine Hassoun, Community Development Project Manager | <p><i>(Public had access to meeting via Zoom Webinar and youtube link)</i></p> |

Call to Order

1. Mr. Peter Dennehy called the meeting to order at 10:05AM. Mr. Dennehy took role call; 5 board members were present. Quorum was achieved at the same time.

Board Member Announcements

2. *No board member announcements were made*

Staff Announcements

3. Ms. Michele Marano gave a brief update on the round two Notice of Funding Availability (NOFA) that was released for some of the remaining CARES Act funds leftover from the last application process, as well as a second Fiscal Year (FY) 2022 CDBG Community Economic Development (CED) NOFA that was released, which were both approved by City Council to go forward during the Annual Action Plan approval process. The NOFA was released in early July, with a deadline of Request for Qualifications (RFQ) July 23. 23

submissions were received for the CARES Act RFQ, of those 5 were disqualified, and 18 will be invited to submit Request for Proposals (RFP). 10

submissions were received for the CED RFQ; with 2 applications deemed disqualified for receiving FY 2022 funds for the same activity. 8 projects will move forward with the application process. The deadline to submit proposals is September 7, and organizations who wish to submit RFPs are required to attend Technical Assistance session with Community Development Division (CDD) staff. Notices of award will go out sometime at the end of September. The CPAB will not be asked to score applications as City Council has already approved the use of these funds. Proposals will be scored by an internal panel who will use the same scoring criteria that the CPAB has approved for the FY 2022 applications.

Ms. Nadine Hassoun announced Mayor Todd Gloria's plan to provide \$10 million to support small businesses and nonprofits in industries hardest hit by the COVID-19 pandemic and low-income communities. The San Diego Foundation will administer the program and provide an additional \$2 million to increase the total program funding to \$12 million, with grants ranging from \$5,000 to \$25,000 for small businesses and other amounts for nonprofits. The application will be open for 45 days, starting Wednesday, August 11. Those interested can find more information by visiting SBCD's site at www.sdivsbdc.org/city-of-san-diego-stimulus-grant/

Approval of Minutes

4. Mr. Rich Thesing made the motion to approve the July 14, 2021 meeting minutes. Mr. Patrick Batten seconded the motion. The minutes were approved unanimously.

Non-agenda Public Comment

5. *No non-agenda public comments were received.*

Discussion Items

6.
 - a. **Office of Boards and Commissions**
The Director of the Office of Boards and Commissions, Mathew Gordon, introduced himself and the new features of the [Boards and Commissions website](#). Additionally, the Boards and Commissions application has been simplified and the process streamlined.

Action Items**7. a. Election of Chair and Vice-Chair for Fiscal Year (FY) 2022**

In compliance with Ordinance Number O-19963 that established the CPAB, section 26.2106 states the following:

During July of each year, the Mayor may designate one member of the CPAB as Chair. In the absence of such designation, the CPAB shall on or after August 15, elect or select a chair from one of its members.

Staff did not receive an election memo from the Mayor's office this July, and so are using this opportunity to allow the CPAB to select a Chair and Vice-Chair from among its members.

Mr. Thesing made the motion to re-appoint Mr. Peter Dennehy and Ms. Eileen Gonzales as Chair and Vice-Chair, respectively. Mr. Dennehy and Ms. Gonzales accepted the nomination.

Mr. Patrick Batten seconded the motion. The motion passed unanimously.

a. Creation of Ad-Hoc Committees for FY2023 Scoring Criteria

As stated in [Council Policy 700-02](#), the CPAB is required to revisit the Scoring Criteria and update as deemed necessary. The Ad Hoc Committee(s) will meet to discuss possible revisions to the Scoring Criteria. Staff requested an approval of the creation of Ad Hoc Committees to review and revise the scoring criteria for the Fiscal Year 2023 CDBG application process.

Ms. Gonzales motioned to approve the creation of Ad Hoc Committees. Mr. Batten seconded the motion. The motion passed unanimously.

Adjournment

8. Mr. Dennehy adjourned the meeting at 10:35AM.