

**CONSOLIDATED PLAN ADVISORY BOARD (CPAB)**

**MINUTES**

**Wednesday August 10, 2022**

**VIRTUAL CPAB MEETING**

[\(LINK\)](#)

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

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

**Call to Order**

1. CPAB Chair Peter Dennehy called the meeting to order at 10:02 a.m. Peter Dennehy took role call; five board members were present. Quorum was achieved at the same time.
2. Community Development Project Manager Nadine Hassoun reviewed meeting rules including that the meeting will be streamed live.

**Board Member Announcements**

3. *No board member announcements were made*

**Staff Announcements**

4. Community Development Coordinator Michele Marano introduced new CPAB member, Yegin Chen, who will be serving the remainder of unexpired term ending July 2023. Mr. Chen was appointed by Mayor Gloria in April and approved by City Council.
5. Deputy Director Monica Hardman welcomed Mr. Chen to the board.

6. Deputy Director Monica Hardman announced transition and promotion of Community Development Project Specialist Leonardo Alarcón. Review of Mr. Alarcón's contributions to the Economic Development department:
  - a. Community Development Coordinator Michele Marano highlighted Mr. Alarcón's commitment and service to CPAB, supporting LMI communities and business, as well as highlighting additional contributions he made in his 9 years of service.
  - b. CPAB Member Rich Thesing acknowledged Leonardo's commitment to the board and described him with the following statement "honesty, integrity, reliable, a leader, hard worker, organized, supportive, problem solver, utility player, selfless, cerebral, knowledgeable, pliable, great teacher, humble, friend to all, low maintenance, focused, caring, never petty and good old fashioned priorities".
  - c. Community Development Project Specialist Leonardo Alarcón acknowledged the work of the CPAB and thanked board members.
  - d. CPAB Member Patrick Batten acknowledged Leonardo Alarcón's leadership, help and guidance. Mr. Batten thanked Leonardo for his commitment to the city.
  - e. Program Manager Angela Nazareno Clark acknowledged Mr. Alarcón's contributions to the work on the CPAB, navigating the CPAB through the pandemic transitions and his work in the policy division.
  - f. CPAB Member Victoria Barba thanked Mr. Alarcón for his work and service to the community members.
  - g. Community Development Project Manager Nadine Hassoun thanked Mr. Alarcón for his guidance and dedication to the CPAB.
7. Community Development Project Manager Nadine Hassoun reminded CPAB members to complete ethics training. Ms. Hassoun also reminded CPAB members that updated Office of Boards and Commissions website will need to have updated applications on file for all CPAB members at [onboard.sandiego.gov](http://onboard.sandiego.gov).

#### **Approval of Minutes**

1. Motion to approve minutes from previous meeting by Patrick Batten, seconded by Brenda Campbell. Abstention from new board member Yegin Chen. Minutes approved, 5-0-1.

#### **Non-agenda Public Comment**

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

#### **Discussion Item**

3. **Selection of CPAB Chair and Vice Chair for next fiscal year**

The Mayor's office has the opportunity to appoint a Chair or Vice Chair in July via memo. A memo was not received therefore the board may elect a Chair and Vice Chair in August.

  - a. Rich Thesing asked if current chair and vice chair would be willing to continue current positions.
  - b. Mr. Thesing moved to continue Chair Peter Dennehy's term as well as Vice Chair Eileen Gonzalez. Seconded by Patrick Batten. Motion approved 6-0 with Vice Chair Eileen Gonzalez absent for the vote.

**4. FY 2024 Scoring Criteria & Application – Ad Hoc Committees**

Per Council Policy 700-02, CPAB is required to annually review and approve criteria set for scoring CDBG applications.

- a. Ad Hoc committees may not consist of a majority of CPAB members.
- b. Staff is requesting creation of ad hoc committees to review and revise scoring criteria.
- c. Ad Hoc meetings would take place in September with CPAB recommendation happening in October.
- d. Motion to vote by Victoria Barba, seconded by Rich Thesing, approved 6-0 to allow ad hoc committees to meet.

**5. HOME ARP (American Rescue Plan) Outreach Update – City consulted with key stakeholders throughout July to solicit input on allocation plan. City is required to consult with community and solicit feedback through survey.**

- a. In July, Economic Development held one virtual consultation workshop on July 21<sup>st</sup>, an in-person community workshop on July 28<sup>th</sup>, and 4 meetings were held July 14<sup>th</sup> – July 28<sup>th</sup>. The HOME ARP survey was shared in an e-blast, department newsletter, to CDBG lists, on the EDD website, and Promise Zone July newsletters. It was also announced on LinkedIn, Twitter, and Facebook. The survey has received 91 total responses. The results (in order of priority) were development of affordable housing, tenant based rental assistance, supportive services, acquisition and development of non-congregate shelters. 100 attendees participated in the meetings. The outreach efforts' results will be included in the final plan. Staff will present draft plan 9/7/22 to the PSLN Council Committee. The plan will be submitted to HUD on or around 9/21/22.
- b. Next CPAB meeting was moved to 9/8/22 so that the board could meet during the public comment period of the HOME ARP plan.

**Other Items**

6. Other items to be included in next meeting
  - a. Rich Thesing requested to have ad hoc committees discuss including a question on verifiable data tied to improved outcomes. Suggested having applicants produce documentation of past work they have done or intended work and submit items that can be verified.
  - b. Peter Dennehy suggested bringing in external groups and organizations to present their outcomes and accomplishments in future meetings. Staff indicated in the past that practice was related to the “Small and Emerging Group”.

**Adjournment**

7. Patrick Batten moved to adjourn the meeting at 10:50 a.m.