

# Clark County Community Action Advisory Board (CAAB)

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## 2022 New Member Orientation



# Clark County Community Services = Community Action Agency

- Community Services Block Grant Act, 42 USC 9901
- Since 1964
- Over 1,000 CAA's in nation
- 30 CAA's in Washington
- 1 of 4 Governmental CAP's in Washington



# CAAB Mission

The Community Action Advisory Board works to uphold the mission of Clark County Community Services (CS).

Clark County Department of Community Services supports, through partnerships, all people in our community to increase their well-being and economic security.



# CAAB Commitment to Equity

Clark County Community Services recognizes past and present injustice and we work to heal it. We believe that everyone deserves to live a healthy and safe life. We have a moral obligation to support all members of our community who are underserved and underrepresented.

To achieve more equitable services, we must be inclusive and work in partnerships within our community. We use our commitment to equity to inform everything we do to address disparities. We actively listen to and center the voices of those who have been historically underrepresented in order to challenge structural and institutional racism and discrimination. We honor and respect the experiences and perspectives of the people we serve. We look inward to challenge our own beliefs and barriers. We engage and support diverse communities so that they thrive.

We celebrate our community becoming more diverse and hold that our journey and success are intertwined with each other.



# Board Structure

- Based on Information Memorandum 82 Tripartite Board
  - ✓ 1/3 Community members
  - ✓ At least 1/3 People who are low-income
    - ✓ Currently includes a member-at-large member
  - ✓ 1/3 Elected officials
- 13 Members
- 3-year terms, 3 terms max
- Executive Committee
  - Chair, Vice-chair and Secretary
  - Officer terms are 1 year, up to 3 consecutive terms



# Clark County CAAB Purpose

- **Promote** institutional and community **changes** which address the causes of poverty and to remove barriers to self-sufficiency;
- **Reduce** the **impact of poverty** on communities, families, and individuals by providing resources for services which are responsive to their needs;
- Promote **innovative approaches** to addressing the causes and impacts of poverty in the community;
- Serve as a **catalyst** for community efforts to leverage additional resources which address the causes and impacts of poverty; and
- **Make recommendations** or take other action on any other subject as referred by the County Council



# Objectives

- Understand priority needs of community
- Provide approval of informational documents
- Review outcomes of programs
- Advise Councilors regarding funding decisions
- Advocate for those who are low-income
- Uphold CAAB Bylaws
- Establish a legacy that preserves human dignity and responds to basic human needs.



## 2022 Objectives

- Increase board driven advocacy efforts.
- Complete the request for application process.
- Increase knowledge of funded programs and their outcomes.



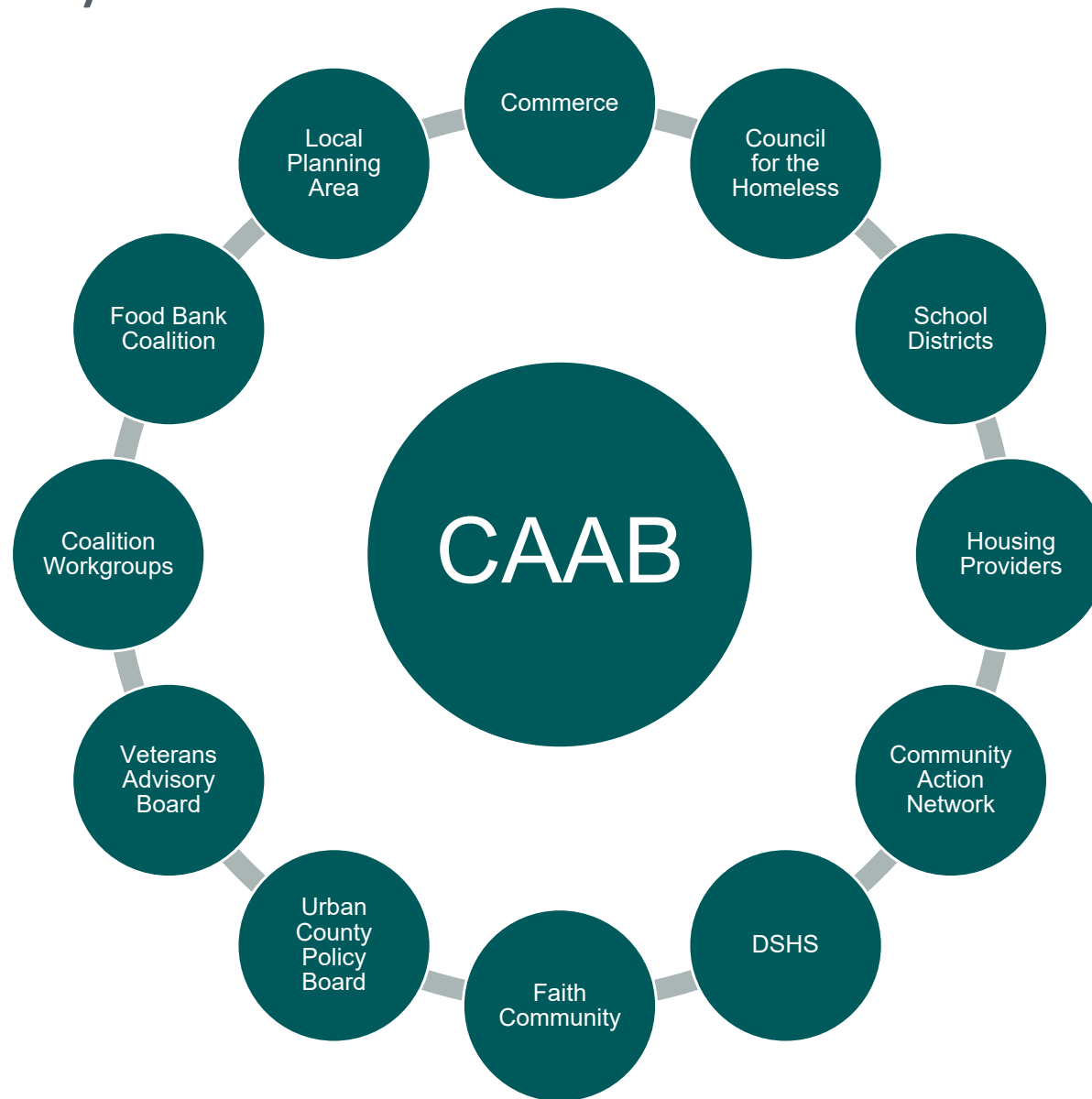


# Education, Advocacy and Lobbying

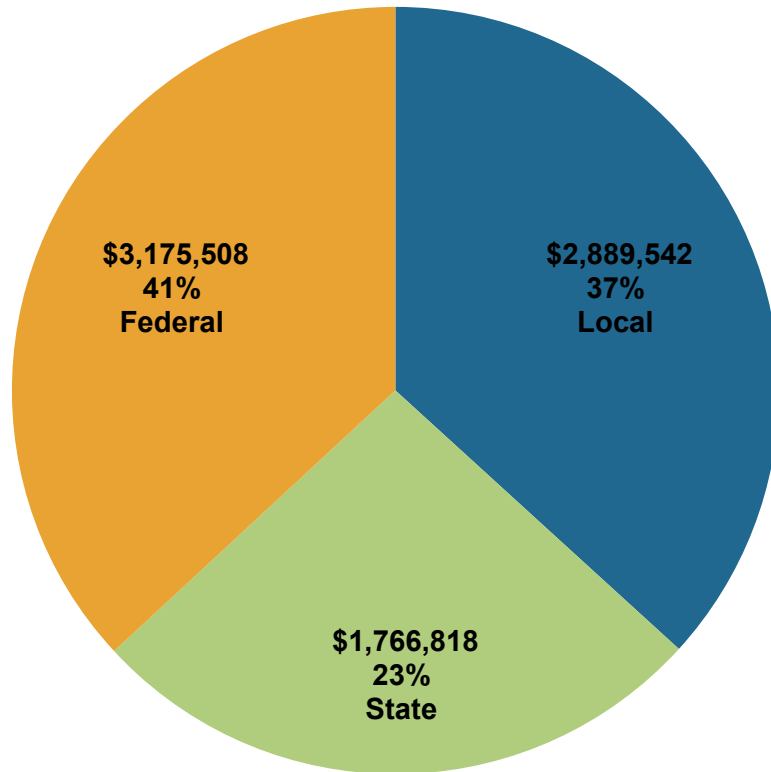
- Education
  - County staff can only educate education board members on legislation
- Advocacy
  - Legislative Advocacy Committee
  - Board members responsibility
  - Advocacy can be done in many ways
    - Forwarding a social media post that provides information
    - Signing on/contacting your legislators on specific bills
    - Presenting to congress on specific legislation
- Lobbying
  - Clark County, local lobbyist
  - National Community Action Foundation, federal lobbyist



# Community Fit



# Funding Oversight



- **Local**

- Marriage License Fee
- Human Services Fund (HSF)
- Doc Recording Fees
  - 2060, 1359, 2163, 1570

- **State**

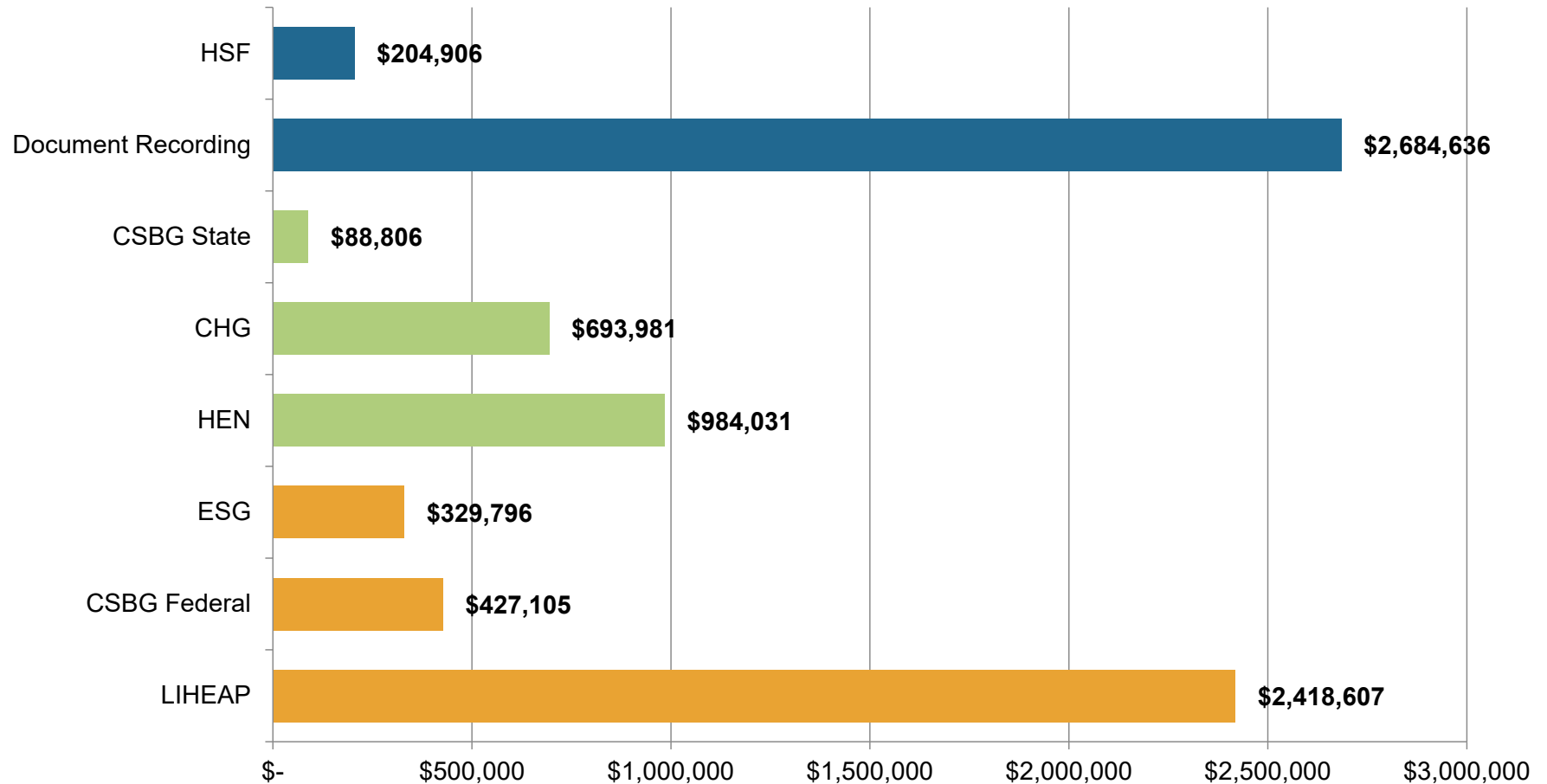
- Consolidated Homeless Grant
  - Homeless & Essential Needs (HEN)
  - PSH for Chronically Homeless Families
- Community Services Block Grant - State (CSBG State)

- **Federal**

- Low Income Home Energy Assistance Program (LIHEAP)
- Community Services Block Grant - Federal (CSBG)



# 2017 Funding Oversight



# Funding Focus

**Community Action  
Programs  
Anti-Poverty Focus**

**Addressing Domestic  
Violence**

**Homeless Crisis  
Response System**

Human Services Fund

Marriage License Fee

Consolidated Homeless  
Grant (CHG)

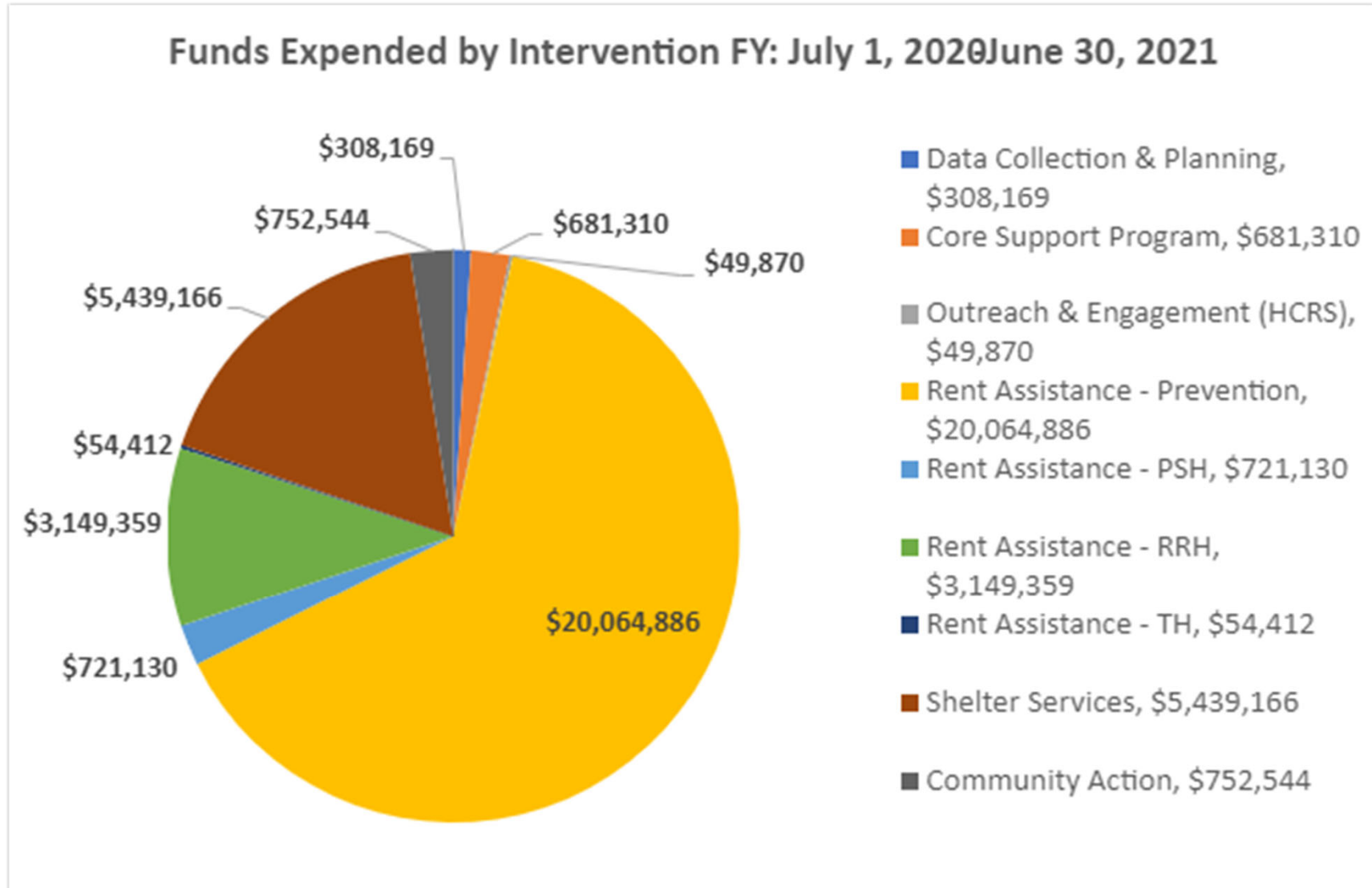
CSBG State & Federal

Doc Recording Fees  
2163, 1359, 2060, 1570

LIHEAP  
Energy Assistance Only



# FY2019 Total County Expenditures



# Community Action Anti-Poverty Program

## Currently Funded

- Information & Referral
  - 211info
- Food/Nutrition
  - Clark County Food Bank, Fresh Alliance
  - Share, Hunger Response
- Employment
  - Partners in Careers, Career Academy
- Financial Counseling
  - Clark College, Financial Wellness Program
- Legal Aid
  - Volunteer Lawyers Program



## Additional Options

- Youth
- Seniors
- Veterans
- Dental
- Domestic Violence
- Asset Development
- Early Childhood Education
- Re-entry Programs
- Education/Training
- Transportation
- Catalyst Programs



# Homeless Crisis Response System Services

- Shelters
- Outreach
- Rental Assistance
  - Diversion
  - Targeted Prevention
  - Transitional Housing
  - Rapid Re-Housing
  - Permanent Supportive Housing
- Community Planning
- Coordinated Assessment





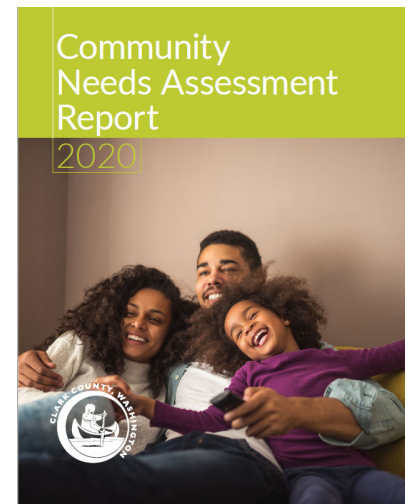
# Staff Requirements

- Contracts
  - Outcome focused
- Agency Report Review
  - Quarterly Reports
  - Homeless Management Information System (HMIS)
- Reports to Funders
  - CSBG Annual Report
  - CSBG Work Plan
  - Organizational Standards
- Monthly Invoices
- Regular Monitoring & Desk Reviews



# Current Task Forces

- Legislative Advocacy Committee
  - Identify ways to more strongly incorporate advocacy opportunities into CAAB meetings
  - Increase the utilization of advocacy tools
- Community Needs Assessment
  - Assist staff with compiling qualitative and quantitative information for the Community Needs Assessment (CNA).
  - Participate in community forums.
  - Review final report and provide feedback.



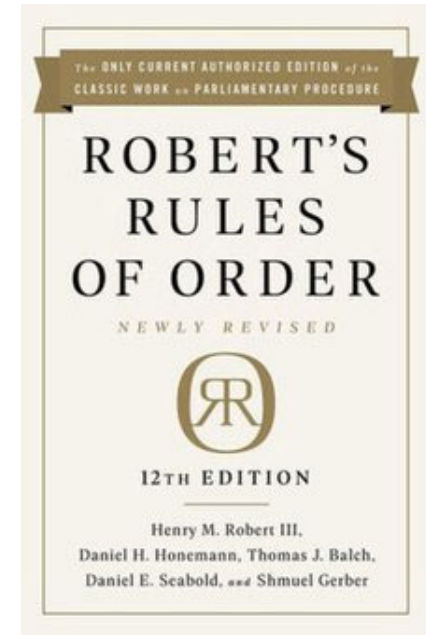
# Board Involvement

- Engage
- Learn
- Ask Questions
- Share
- Support



# Parliamentary Procedures

- CAAB follows Robert's Rules of Order
- Detailed rules can be found at <http://www.rulesonline.com/rror-05.htm>
- Here is a short YouTube video that about the Basics of Making Motions
  - <https://www.youtube.com/watch?v=96Damodm-ec>



# Open Public Meetings Act

- 42.30.010 Legislative declaration.
  - The CAAB is subject to [RCW 42.30](#).
- 42.30.020 Definitions.
- 42.30.030 Meetings declared open and public.
  - The public is not required to provide any information to attend the meeting.
- 42.30.035 Minutes.
  - Minutes will be taken at all regular and special meetings and be made available to the public.
- 42.30.040 Conditions to attendance not to be required.
  - A member of the public is not required to register their name or other information as a condition of attendance.



# Open Public Meetings Act (continued)

- 42.30.050 Interruptions-Procedure.
  - If attendees are being disruptive, the governing board can remove the individuals or adjourn the meeting.
- 42.30.060 Ordinances, rules, resolutions, etc., adopted at public meetings-Notice-Secret voting prohibited.
  - No actions may be taken at a meeting that is not properly advertised nor can an action be voted on by secret ballot.
- 42.30.070 Times and places for meetings-Emergencies-Exception.
  - The time and place of meetings shall be set at the first meeting of the year in accordance with the Board's bylaws. In times of an emergency, notice requirements can be suspended during the emergency.



## Open Public Meetings Act (continued)

- 42.30.075 Schedule of regular meetings-Publication in state register-Notice of change-"Regular" meetings defined.
  - Only applies to state agencies.
- 42.30.077 Agendas of regular meetings-Online availability.
  - The agenda of each regular meeting must be made available online no later than twenty-four hours in advance of the published start time of the meeting.
- 42.30.080 Special meetings.
  - Special meetings may be called at any time with proper notification.
- 42.30.090 Adjournments.
  - If all members are absent from a meeting, the meeting may be declared adjourned with proper notification.



# Open Public Meetings Act (continued)

- 42.30.100 Continuances.
  - Applies to meetings with hearings. Does not apply to the CAAB.
- 42.30.110 Executive Sessions.
  - Rules for executive sessions. Does not apply to the CAAB.
- 42.30.120 Violations-Personal liability-Civil penalty-Attorney's fees and costs.
  - If the OPMA is knowingly violated, each board member can be subject to personal liability by civil penalty of \$500 as assessed by a judge for the first offense. Additional offenses increase the penalty charged.
- 42.30.130 Violations-Mandamus or injunction.
  - Any person may commence an action for the purpose of stopping violations of the OPMA.





## Open Public Meetings Act (continued)

- 42.30.140 Chapter controlling-Application
  - The OPMA shall supersede conflicts in other statutes in most instances.
- 42.30.200 Governing body of recognized student association at college...
  - Does not apply to the CAAB.
- 42.30.205 Training
  - All members of the governing body of a public agency must complete training on OPMA.
- 42.30.210 Assistance by attorney general
  - The attorney general's office may provide information, technical assistance and training.



# Open Public Meetings Act (continued)

- 42.30.900 Short title
  - This chapter may be cited as the “Open Public Meetings Act of 1971.”
- 42.30.910 Construction
  - The purposes of this chapter are hereby declared remedial and shall be liberally construed.

