



DATE	May 31, 2022
TIME	12:00 pm
LOCATION	Teams Meeting / 2424 Cottonwood Rd. / Bakersfield, CA 93307
TEAMS LINK	Click here to join the meeting
PHONE NUMBER	(213) 204-2374 / ID: 661 350 530#

Board of Directors Meeting Agenda

Per Governor's Executive Order N-29-20 and Assembly Bill 361, Meeting to be held via Tele-Conference. Members of the public may join the tele-conference or listen to the call from the CAPK office at 5005 Business Park North, Bakersfield, CA 93309

I. Call to Order

a. Roll Call

Kevin Burton (Chair)	Nila Hogan	Fred Plane
Michael Bowers	Ariana Joven	Michele Shain
Don Bynum	Chase Nunneley	Chei Whitmore

II. Resolution Approving Authorization and Verification that the Exemption from Traditional Teleconference Requirements is Necessary Pursuant to Assembly Bill 361 – Jeremy Tobias, Chief Executive Officer - Action Item

a. Resolution #2022-03 (*p. 3-4*)

III. Public Comment

The public may address the Board of Directors on items not on the agenda. Speakers are limited to 3 minutes. If more than one person wishes to address the same topic, the total group time for the topic will be 10 minutes. Please state your name before making your presentation.

IV. Consent Agenda

The Consent Agenda consists of items that are considered routine and non-controversial. These items are approved in one motion unless a member of the Board or Public requests removal of a particular item. If comment or discussion is requested, the item will be removed from the Consent Agenda and will be considered in the order listed

a. Minutes of the March 29, 2022 Board of Directors Meeting – **Action Item (p. 5-7)**

V. New Business

a. Friendship House Community Center – **Info Item**

1. Site Tour
2. Site Enhancement Presentation

Lois Hannible, Program Manager
Pritika Ram, Director of Administration

b. Director of Development Recruitment Update – **Info Item**

Kevin Burton, Board Chair

VI. Board Member Comments

VII. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
September 27, 2022
5005 Business Park North
Bakersfield, CA 93309

VIII. Adjournment

This is to certify that this Agenda Notice was posted in the lobby of the CAPK Administrative Office at 5005 Business Park North, Bakersfield, CA and online at www.capk.org by 12:00 pm, May 26, 2022. Paula Daoutis, Administrative Coordinator.



RESOLUTION 2022-03

A RESOLUTION OF THE BOARD OF DIRECTORS OF COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION AUTHORIZING USE OF TELECONFERENCING FOR PUBLIC MEETINGS UNDER AB 361

The Board of Directors of Community Action Partnership of Kern Foundation located at 5005 Business Park North, Bakersfield, CA 93309, met in person at CAPK Friendship House Community Center (FHCC), located at 2424 Cottonwood Rd., Bakersfield, CA 93307 and virtually on May 31, 2022, in Bakersfield, California and resolved as follows:

WHEREAS, the Governor of the State of California (Governor) proclaimed a State of Emergency to exist as a result of the threat of COVID-19. (Governor's Proclamation of a State of Emergency (Mar. 4, 2020); and

WHEREAS, the Governor's Executive Order No. N-25-20 (Mar. 12, 2020); Governor's Executive Order No. N-29-20 (Mar. 17, 2020); and Governor's Executive Order No. N-08-21 (Jun. 11, 2021) provided that local legislative bodies may hold public meetings via teleconferencing and make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body and waived the Brown Act provisions found in Government Code section 54953(b)(3) which require the physical presence of the members, the clerk, or other personnel of the body, or the public, as a condition of participation in, or quorum for, a public meeting, including the requirement that:

1. State and local bodies notice each teleconference location from which a member will be participating in a public meeting.
2. Each teleconference location be accessible to the public.
3. Members of the public may address the body at each teleconference location.
4. State and local bodies post agendas at all teleconference locations.
5. During teleconference meetings at least a quorum of the members of the local body participate from locations within the boundaries of the territory over which the local body exercises jurisdiction.

WHEREAS, the provisions of Governor's Executive Order No. N-25-20 (Mar. 12, 2020); Governor's Executive Order No. N-29-20 (Mar. 17, 2020); and Governor's Executive Order No. N-08-21 (Jun. 11, 2021) expired on September 30, 2021 and will no longer remain in effect thereafter; and

WHEREAS, the Center for Disease Control is currently contending with the Delta Variant of the COVID-19 virus and anticipates the development of potential other strains which may further impede public agency operations and prolong the need for social distancing requirements; and

WHEREAS, recent legislation (AB 361) authorizes a local legislative body to use teleconferencing for a public meeting without complying with the Brown Act's teleconferencing quorum, meeting notice, and agenda requirements set forth in Government Code section 54953(b)(3), in any of the following circumstances:

1. The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
2. The legislative body holds a meeting during a proclaimed state of emergency for purposes of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health and safety of attendees.
3. The legislative body holds a meeting during a proclaimed state of emergency and has determined by majority vote pursuant to 2 above that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Community Action Partnership of Kern Foundation as follows:

1. **Determination of Imminent Health or Safety Risks.** The Board of Directors hereby determines by majority vote that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

2. **Continued Implementation of AB 361.** If the state of emergency remains in effect and meeting in person would present imminent risks to the health or safety of attendees, the Board of Directors shall, to continue meeting subject to the provisions set forth in AB 361 and the Brown Act, no later than 30 days after it adopts this Resolution and every 30 days thereafter, make the following findings by majority vote:
 1. The Board of Directors has reconsidered the circumstances of the state of emergency; *and*
 2. Either (1) the state of emergency continues to directly impact the ability of the members to meet safely in person; or (2) state or local officials impose or recommend measures to promote social distancing.

APPROVED by a majority vote of the Board of Directors of Community Action Partnership of Kern Foundation, this 31st day of May 2022.

Kevin Burton, Board Chair
CAPK Foundation Board of Directors

Date



DATE March 29, 2022

TIME 12:00 pm

LOCATION Teams Meeting / In-Person at
5005 Business Park North
Bakersfield, CA 93309

TEAMS LINK [Click here to join the meeting](#)

PHONE NUMBER (213) 204-2374 / ID: 829 439 31#

COMMUNITY ACTION PARTNERSHIP OF KERN FOUNDATION Board of Directors Meeting Minutes

I. Call to Order

Board Chair Kevinn Burton called the meeting to order at 12:00 pm via Tele-Conference with opportunity for the public to join at the administrative offices of Community Action Partnership of Kern, located at 5005 Business Park North, Bakersfield, CA.

a. Roll Call

Roll Call was taken with a quorum present:

Present: Kevin Burton (Chair), Nila Hogan, Chase Nunneley, Fred Plane, Michele Shain, Chei Whitmore

Absent: Michael Bowers, Don Bynum, Ariana Joven

Others Present: Jeremy Tobias, Chief Executive Officer; Pritika Ram, Director of Administration; Emilio Wagner, Director of Operations; Tracy Webster, Chief Financial Officer; other CAPK staff

II. Public Comments

No one addressed the Board.

III. Resolution Approving Authorization and Verification that the Exemption from Traditional Teleconference Requirements is Necessary Pursuant to Assembly Bill 361 – Jeremy Tobias, Chief Executive Officer – Action Item

a. Resolution #2022-02

Motion was made and seconded to approve Resolution #2022-02. Carried by unanimous vote (Whitmore/Plane).

IV. Consent Agenda

Motion was made and seconded to approve the Consent Agenda. Carried by unanimous vote (Nunneley/Hogan).

V. Regular Business

- a. 2022 CAPK Foundation Board Meeting Calendar – Pritika Ram, Director of Administration – **Action Item**

Pritika Ram presented the revised Foundation Board Meeting Calendar for approval.

Chei Whitmore asked if a meeting would be scheduled if there were important action items to be approved prior to the next scheduled meeting. Pritika replied that staff will continue to keep the Board apprised of the business of the Foundation and will request a special meeting if that scenario should arise.

Motion was made and seconded to approve the revised CAPK Foundation Board Meeting Calendar. Carried by unanimous vote (Shain/Whitmore).

- b. Friendship House Community Center Capital Campaign – Pritika Ram, Director of Administration – **Info Item**

Pritika Ram presented the above info item and reported that an ad hoc committee has been formed with 2 Foundation Members (Kevin Burton & Ariana Joven) and 2 FHCC Advisory Board Members (Raul Gallardo & Jenilee Fermin). Pritika said that contractor bids are expected soon and once received, it will help to drive the proposal.

Pritika provided an overview of activities taking place to prepare for the upcoming Capital Campaign, which includes: Identifying potential donors from CAPK's vendor list; Working with CAPK's marketing consultant to assemble a comprehensive packet to address the metrics of the Friendship House; Working with a local elected official who has indicated available funds may be forthcoming; Highlighting the other programs and services offered at Friendship house to bring greater awareness and exposure within the community.

- c. Director of Development Recruitment Update –Kevin Burton, Board Chair – **Info Item**

Kevin Burton reported that the candidate identified at the last meeting has decided to remain with her current employer. Other candidates are being considered but Kevin stressed the need to make sure the right person is in the position, and that may mean that the position remains open a little longer.

- b. Food Bank Capital Expansion on Fundraising and Construction Update – Emilio Wagner, Director of Operations and Pritika Ram, Director of Administration – **Info Item**

Emilio Wagner provided an update regarding the status of the construction and said that work is well underway at the Food Bank and that there is now road access off Washington, and curbs are being poured and saw cut on the south side of the existing Food Bank. The underground work is taking place now and the building pad for the metal building will be completed before the end of April. The estimated delivery date of the metal building is now mid to late April, a little earlier than previously reported, so once the building pad is complete, the metal iron workers will begin to erect the building. Emilio said that some of the bids have to be re-submitted, but there are plenty of contracts that have already been awarded for the work that will see us through the point of building erection.

Pritika Ram shared good news and said that the private donor has agreed to donate \$3 million to the Food Bank Expansion and leadership staff is working with CAPK's legal counsel to review the donor agreement. It is expected the agreement will be executed by mid-April. The donor has indicated that they want to take an active role in how this donation is communicated publicly.

Pritika also reported that the \$3 million grant from Congressman Valadao's office was approved so with that confirmation, the Food Bank Expansion expenses are 100% covered. Funding is coming out of HUD and that presents a few limitations, but we will work through any issues during the contract negotiations. An onsite visit at the Food Bank is being planned to provide proper recognition of this \$3 million donation. Staff will communicate details of the event at a later date and Pritika encouraged all to be in attendance.

Kevin Burton asked about the estimated date of completion and Emilio responded that it will be completed during the first quarter of 2023, or sooner.

VII. Board Member Comments

- No Comments

VIII. Next Scheduled Meeting

Board of Directors Meeting
12:00 pm
Tuesday, May 31, 2022
5005 Business Park North
Bakersfield, CA 93309

IX. Adjournment

The meeting was adjourned at 12:19 pm